

FCN°02922/22/PPN/Njikwa/CARUNW

REPUBLIC OF CAMEROON

Peace – Work – Fatherland

MINISTRY OF DECENTRALIZATION AND
LOCAL DEVELOPMENT

NORTH WEST REGION

MOMO DIVISION

NJIKWA COUNCIL

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REPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

MINISTERE DE LA DECENTRALISATION
ET DU DEVELOPPEMENT LOCAL

REGION DU NORD OUEST

DEPARTEMENT DE LA MOMO

COMMUNE DE NJIKWA

NJIKWA COUNCIL INTERNAL TENDERS BOARD

DP

**OPEN NATIONAL INVITATION TO TENDER (EMERGENCY PROCEDURE)
No. 04 /ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF 11/03/2022
FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION.**

PROJECT OWNER: MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PIB INVESTMENT BUDGET
2022 Financial Year



AUTHORIZATION N°: ++++++

IMPUTATION: 56 27 100 02 641604 2811

Lot:	Name of project	Amount of project	Amount of bid bond	Cost of tender file :
SINGLE LOT	CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN BAKWA	33 000 000 F	660,000F	52 143 F



**Avis d'Appel d'Offres National Ouvert en Procédure d'urgence
No. 01/AONO/MINDDEVEL/NCITB/COMMUNE DE NJIKWA/2022 DU
11/03/2022 POUR L'EXÉCUTION DES TRAVAUX DE LA CONSTRUCTION
OF A GRAVITY WATER SUPPLY SCHEME IN BAKWA, COMMUNE DE
NJIKWA, Département du MOMO, Région du Nord-Ouest.**

FINANCEMENT : BIP MINDDEVEL 2022

Lot:	Nom du Projet	Montant du Projet	Montant caution provisoire	Montant d'achat du DAO :
UNE	TRAVAUX DE LA CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN BAKWA	44 710 000 CFA F	660,000CFA F	52 143 F CFA

1.- Objet de l'Appel d'Offres

Le Maire de la Commune de Njikwa, Autorité Contractante, lance pour le compte de la Commune de Njikwa du la Momo, Maître d'Ouvrage, un appel d'offres pour l'exécution des travaux de rehabilitation et l'extension de l'adduction d'eau de bome (Commune-Njikwa) dans la commune de Njikwa, Département de la Momo. C'est un seul lot :

➤ TRAVAUX DE LA CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN BAKWA, COMMUNE DE NJIKWA

2.- Consistance des travaux

Les prestations comprennent les opérations suivantes :

- Travaux de preparation (Etudes et Installation de chantier)
- Amené et replis du matériel de chantier
- Construction de Captage et rehabilitation reservoir en maçonnerie
- Fourniture et pose des differentes types des tuyaux et accessoires avec toutes suggestions
- Mise en ouvres des mesures environnementale du projet.
- Mise en ouvres des mesures durable de projet

3.- Participation

La participation est ouverte à l'égalité de conditions à toutes les sociétés et entreprises de droits camerounais ayant une expérience avérée dans le domaine des bâtiments et du génie civil en général.

4.- Financement

Les travaux, objet du présent Appel d'Offres, sont financés par **BUDGET D'INVESTISSEMENT PUBLIC MINDDEVEL, Exercice 2022.**

5.- Consultation du dossier d'Appel d'Offres

Le dossier d'appel d'offres peut être consulté aux heures ouvrables auprès de la Commune de Njikwa, (Service des Affaires Economique et Financiere) dès publication du présent avis.

6.- Acquisition du dossier d'Appel d'Offres

Le dossier d'appel d'offres peut être obtenu aux heures ouvrables auprès de la Commune de Njikwa (Service des Affaires Economique et Financiere) sur présentation d'une quittance de versement d'une somme non remboursable de **52 143 (cinquante deux milles cent quarante trois)** francs CFA au Trésor Publique. Cette quittance devra identifier le payeur comme représentant l'entreprise désireuse de participer à l'Appel d'Offres.

7.- Présentation des offres

Les documents constituant chaque offre sont repartis en trois (03) volumes ci-après contenus dans une enveloppe fermée et scellée dont :

- L'enveloppe A contenant les pièces administratives (volume 1),
- L'enveloppe B contenant l'offre technique (volume 2),
- L'enveloppe C contenant l'offre financière (volume 3).

Les offres ainsi présentées seront placées sous simple enveloppe, fermée et scellée portant uniquement la mention de l'Appel d'Offres en cause. Les différentes pièces de chaque offre seront numérotées dans l'ordre du DAO et séparées par des intercalaires de même couleur.

8.- Remise des Offres

Chaque offre rédigée en Français ou en Anglais, en sept (07) exemplaires dont un (01) original et six (06) copies marquées comme telles, conformes aux prescriptions du Dossier d'Appel d'Offre, devra être déposée contre un récépissé sous plis fermé, dans les services de la Commune de Njikwa, au plus tard le 04/02/2022 à 10 heures, heure locale et devront porter la mention:

Appel d'Offres National Ouvert en Procédure d'urgence

**No. 04 /ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 du 11/03/2022
POUR L'EXÉCUTION DES TRAVAUX DE LA CONSTRUCTION OF A GRAVITY WATER
SUPPLY SCHEME IN BAKWA, COMMUNE DE NJIKWA, Département du MOMO,
« A n'ouvrir qu'en séance de dépouillement. »**

Les offres parvenues après les dates et heure limites de dépôt des offres ne seront pas reçues.

9.- Recevabilité des offres

Les offres ne respectant pas le mode de séparation de l'offre financière, des offres administratives et techniques seront irrecevables.

Toute offre non conforme aux prescriptions du présent avis et du Dossier d'Appel d'Offres sera déclarée irrecevable. Notamment l'absence de la caution de soumission délivrée par une banque de premier ordre agréée par le Ministère chargé des Finances, valable pendant 30 jours au-delà du délai de validité des offres.

Sous peine de rejet, les autres pièces administratives requises devront être impérativement produites en originaux ou en copies certifiées conformes par le service émetteur ou une autorité administrative, datant de moins de quatre (04) mois et valide le jour de l'ouverture des plis.

10.- Ouverture des offres

L'ouverture des offres aura lieu en un temps le 04/02/2022 à 11 heures précises dans la salle des Conférences de la Mairie de Njikwa, par la Commission de Passation des marchés Compétente en présence des soumissionnaires.

Seuls les soumissionnaires peuvent assister à cette séance d'ouverture ou s'y faire représenter par une personne de leur choix ayant une parfaite connaissance du dossier et mandater à cet effet.

11.- Délai de réponse des soumissionnaires

Pour cet Appel d'Offres, le délai de réponse est fixé à vingt (20) jours calendaires aux entreprises désireuses d'y participer à compter de la date de publication de l'Avis d'Appel d'Offres.

12.- Délai d'exécution des travaux

Le délai global d'exécution des travaux est de quatre (04) mois calendaires. Ce délai comprend les périodes des pluies, toutes les intempéries et sujétions diverses et court à compter de la date de notification de l'ordre de service de commencer les travaux.

13.- Cautionnement Provisoire (Garantie de soumission)

Chaque soumissionnaire doit joindre à ses pièces administratives, une caution de soumission établie, selon le modèle indiqué dans le dossier d'Appel d'Offres, par une banque de premier ordre agréée par le Ministère des Finances et dont la liste figure en annexe d'un montant égal à **660,000 CFAF (six cent soixante mille)** francs CFA.

Le cautionnement provisoire sera libéré d'office au plus tard (20) jours après l'expiration de la validité des offres pour les soumissionnaires n'ayant pas été retenus. Dans le cas où le soumissionnaire est attributaire de la lettre commande, le cautionnement provisoire sera libéré après constitution du cautionnement définitif.

14.- Evaluation des Offres

L'évaluation des offres se fera en trois (03) étapes :

- 1^{ère} étape : Vérification de la conformité du dossier administratif de chaque soumissionnaire ;
- 2^{ème} étape : Evaluation des offres techniques ;
- 3^{ème} étape : Analyse des offres financières.

Les critères d'évaluation des offres sont les suivants :

14.1-Critères éliminatoires

14.1.1-Pièces administratives

- Toute offre non conforme aux prescriptions du Dossier d'Appel d'Offres sera déclarée irrecevable. Notamment l'absence ou l'insuffisance de la caution provisoire de soumission.
- Absence de BID BON dans pièce administrative ;
- Fausse déclaration ou documents falsifiés.

14.1.2-Offres techniques

- Dossier incomplet ou pièces non conformes ;
- Fausse déclaration ou documents falsifiées ou scannés ;
- Non existence dans l'offre technique de la rubrique « organisation, méthodologie et planning » ;
- Absence d'une capacité de préfinancement d'au moins eight millions deux cent milles (8,250 000) francs CFA.
- De façon systématique, toute offre n'ayant pas atteint ou dépassé après évaluation technique, la barre de **80 %** du **OUI** sera écartée et non éligible à l'analyse financière ;

14.1.3-Offres financières

- Offre financière incomplète ;

- Pièces non conformes ;
- Omission dans l'offre financière d'un prix unitaire quantifié ;
- Absence d'un sous-détail de prix ;

Critères essentiels

L'offre technique du soumissionnaire sera évaluée sur les éléments suivants :

N°	Désignation	Nombre de point
1	Présentation générale de l'offre : Reliure, Intercalaire de couleur et page de garde, Présentation de toutes les pièces dans l'ordre prescrit, Qualité du document.	01
2	Qualité du personnel : Qualifications, expérience du personnel affecté au projet, CV, CNI et attestation de disponibilité daté et signé.	04
3	Moyens techniques et matériels affectés au projet : L'entreprise devra justifier la propriété du matériel nécessaire à l'exécution des travaux.	03
4	Références de l'entreprise : <ul style="list-style-type: none"> ▪ Chiffes d'affaire des deux dernières années ; ▪ Expérience dans les travaux routière/travaux de génie rurale 	02
5	La présence de la Méthodologie d'exécution des travaux	04
6	La présence de la Capacité de préfinancement	01

La note de l'offre technique sera obtenue par addition des points pour chaque critère. Seule l'offre technique ayant obtenue une note égale ou supérieure à **80% du OUI** sera à l'évaluation financière.

15.- Attribution de la lettre commande

La lettre commande sera attribuée au soumissionnaire dont l'offre est conforme pour l'essentiel aux dispositions du Dossier d'Appel d'Offres, et qui a présenté l'offre évaluée la moins-disante et techniquement qualifiée, conformément à l'article 99 du Code des Marchés Publics.

16.- Délai de validité des offres

Les soumissionnaires restent engagées par leurs offres pendant une période de cent quatre vingt (180) jours, à compter de la date limite fixée pour la remise des offres.

17.- Renseignements complémentaires

Les renseignements complémentaires d'ordre technique peuvent être obtenus tous les jours aux heures ouvrables auprès de la Mairie de Njikwa.

NJIKWA, le 11/03/2022

Le Maire de la Commune de Njikwa

Ampliations :

- ARMP (pour publication et archivage) ;
- Maître d'Ouvrage concerné ;
- Président CPM (pour information) ;
- Affichage.



THE MAYOR
NJIKWA COUNCIL

Abbe Angwa Emmanuel

The contracting authority will award the contract to the bidder whose bid has been recognized substantial responsive to the requirement of the Tender File and which has the technical and financial capacity required to carry out the contract in a satisfactory way and in which the bid has been evaluated the lowest.

Article 29: Right of the Contracting authority to declare an invitation to tender unfruitful (unsuccessful) or cancel a procedure

The Contracting authority reserves the right to cancel a tender procedure only after **approval from the Minister Delegate in charge of Public Contracts** when the bids have opened or declare an tender unsuccessful following the opinion of the competent tender's board, without thereby incurring any claims from the affected bidders.

Article 30: Notification of the award of the contract

Before the expiry of the bid validity period fixed by the Special Regulation for Invitation to Tender, the contracting authority shall notify the award of the contract to the successful contractor confirmed by fax, by registered letter or by any other means available to do it. This notification letter will indicate the amount HT that the contracting authority shall pay to the contractor in respect of execution of works and the duration.

Article 31: Publication of the award decision and redress

The award of a contract shall be materialised by a decision of the Contracting Authority and notified to the successful bidder.

Any decision by the Contracting Authority to award a public contract shall be published; including the price and deadline, in the Journal of Public Contracts (JDM) published by the organ in charge of the regulation of public contracts or in any other publication authorised to do so.

Once the results awarding a contract are published by the Contracting Authority, bidders whose bids were not retained shall be informed of the rejection of their bids and invited to withdraw them within fifteen (15) days, except the copy meant for the organ in charge of the regulation of public contracts. Tenders that are not withdrawn within this deadline shall be destroyed without any claims being lodged by the bidder.

After publication of the results of the award, the Independent Observer's report, as well as the minutes of the award session to which is attached the report of the evaluation of bids, shall be communicated to any bidder or administration concerned upon request addressed to the Contracting Authority .

In case of any petition, it must be addressed to the Minister in charge of Public Contracts, with copies to the organ in charge of the regulation of public contracts, the Contracting Authority as well as the chairperson of the tenders' board.

On risk of being declared null and void, any petition must be formulated within a maximum of five (5) working days after the publication of result.

Article 32: Signature of the Contract

The award of a contract shall be materialised by a decision of the Contracting Authority and notified to the successful bidder.

32.1. After the publication of the award decision, the draft contract subscribed by the successful bidder is transmitted to the competent tenders' board for examination and adoption.

32.2. The Contracting Authority has a time-limit of seven(07)days from the date of reception of the approved draft contract from the competent's tenders' board and subscribed by the successful bidder to sign the contract.

32.3. The contract is notified to the contractor within five (05) days of signature.

Article 33: Guarantees

33.1. The final bond must be constituted within twenty (20) days following the notification of the contract by the Contracting Authority guaranteeing of the complete execution of the contract.

33.2. The final bond may not be less than two percent (2%) and more than five percent (5%) of the initial value of the contract. It may be replaced by a bank caution issued by a banking establishment or first rate financial institution authorized in accordance with the instruments in force.

33.3. Small and medium-sized enterprises (SME) constituted of National capital and managed by nationals may, in lieu of the final bond, provide a stator lien or a bond issued by a banking establishment or first rate financial institution authorized in accordance with the instruments in force.

33.3. The absence of the final bond within the prescribed time-frame, the Contracting Authority may decide to cancel or terminate the contract at the fault, expense and risk of the said contractor according to the conditions provided in the General Administrative Clauses (CCAG).

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OPEN NATIONAL INVITATION TO TENDER

No. 04 /ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF 11/03/2022
FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION.

PROJECT OWNER: THE MAYOR NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: ++++++

IMPUTATION: 56 27 100 02 641604 2811

PART 03 SPECIAL REGULATION FOR THE INVITATION TO TENDER (SRIT)

The following provisions, which are specific to the works being the subject of the invitation to tender, supplement or, if necessary, modify the provisions of the RGAO.

	Introduction
1.	<p>Definition of the works: The present jobbing order concerns CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN BAKWA IN NJIKWA MUNICIPALITY, MOMO Division, NORTH WEST REGION. The work is a SINGLE LOT. i.e.: <i>SINGLE LOT</i>: <i>SINGLE LOT</i>: THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN BAKWA.</p> <p>The description of the detailed work consistency is found in the special technical clauses which form an integral part of this jobbing order.</p> <p>Name and Address of the Contracting Authority :The The Lord Mayor of Niikwa Council Division</p>
2	<p>Execution time-frame: The maximum period of execution of works, which shall commence as from the date of notification to the Contractor of the administrative service order to start work shall be 06 (six) months.</p>
3.	<p>Funding: Works concerned being subject of this invitation to tender, will be funded by the PUBLIC INVESTMENT BUDGET MINDDEVEL 2022 Financial Year.</p>
4.	<p>List of prequalified candidates : Not necessary</p>
5.	<p>Preference is given here to local materials, supplies and equipment i.e. made in Cameroon pending their conformity to technical norms.</p>
6.	<p>The principal qualification of bidders are the following</p>
6.1	<p>Eliminatory criteria</p> <p>Administrative documents</p> <ul style="list-style-type: none"> Any offer not in conformity with the prescriptions of this tender file shall be declared inadmissible. Especially the lack of the provisional guarantee; Absence of bid bond in administrative documents; False declaration or falsified documents. <p>Technical file</p> <ul style="list-style-type: none"> Incomplete or non compliant documents; False declaration, forged or scanned documents; Non existence in the technical file of the rubric "organization, methodology and planning; Absence of the prefinancing capacity of at least eight million two hundred and fifty (8,250,000) FCFA. Technical assessment mark lower than 80% of "YES". <p>Financial offer</p> <ul style="list-style-type: none"> Incomplete financial offer; Non compliant documents; Omission of quantified unit price in the financial offer; Absence of a break down unit price. Modification of the model break down unit price.

6.2	<p>Essential criteria: The technical offer of the bidder shall be assessed along the following lines</p> <table border="0"> <tr><td>a. General presentation</td><td>01</td></tr> <tr><td>b. Quality of Requested staff</td><td>04</td></tr> <tr><td>c. Technical and material affected to the project</td><td>03</td></tr> <tr><td>d. Reference of the enterprise</td><td>02</td></tr> <tr><td>e. Presence of the methodology of work execution</td><td>04</td></tr> <tr><td>f. Presence of the prefinancial capacity</td><td>01</td></tr> </table>	a. General presentation	01	b. Quality of Requested staff	04	c. Technical and material affected to the project	03	d. Reference of the enterprise	02	e. Presence of the methodology of work execution	04	f. Presence of the prefinancial capacity	01
a. General presentation	01												
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d. Reference of the enterprise	02												
e. Presence of the methodology of work execution	04												
f. Presence of the prefinancial capacity	01												
7.	<p>Site visit and preparatory meetings: Each bidder shall visit and inspect the site of the work and its surroundings and by himself, and under his own responsibility, gather all the information as may be necessary for the preparation of the offer and the performance of the work. An attestation of site visit shall be signed by the bidder. The observations of the bidder will be recorded in the site visit report annexed to the technical offer.</p>												
8.	<p>Bid language : French and /or English</p>												
9.	<p>The bidder's bid will include documents detailed in the OMPP, duly completed and grouped in three volumes:</p> <p>(A) file of Administrative documents (in envelope A)</p> <p>It shall consist of the following documents stapled or place in the following order of enumeration.</p> <ol style="list-style-type: none"> Undertaking by bidder stamped, signed and dated in conformity with the model attached Attestation of non-bankruptcy dating less than 3 months, issued by the Court of competent jurisdiction of the place of residence of the bidder. Attestation of domiciliation of Bank account of the bidder issued by a bank or any other first-order credit institution approved by the Ministry in charge of finance. Bank guarantee(of the same bank) on the list of banking institutions of the first order approved by the Ministry in charge of finance, for an amount in francs CFA of 660,000FCFA. Treasury Receipt of purchase of the Tender File, as stipulated in the tender notice. Attestation of C.N.P.S, valid and for the tender concerned. A non-exclusion certificate attesting that the bidder is not the subject of a temporary or permanent exclusion from public contracts, dated at most 3 months and issued by ARMP An attestation of non-indebtedness signed by the Director or the head of the tax centre. A Certified copy of taxpayer card valid, dated at most 3 months. A certified copy of business license valid, dated at most 3 months Plan and attestation of localization signed by the taxation authorities. <p>In case of grouping each Member must submit complete administrative documents, the documents 3, 4, and 5) below can only be presented by the representative of the group.</p>												
	<p>(B) Technical file (in the B envelope)</p> <ol style="list-style-type: none"> List of key site personnel <p>Bidders must undertake to have employed or to employ, before the start of works, competent technical staff, (attach to each staff a CV dated and signed by the candidate, a certified copy of the technical diploma,</p>												

attestation of presentation of original and an attestation of availability dated and signed by the candidate, certified true copy of NIC) notably.

i. A works director who should be a Civil/Industrial/Rural Engineer with **at least 3 years' experience in the domain of civil construction and similar works.**

ii. A foreman (or several if necessary) with at least the level of senior civil/rural/industrial engineering technician Bacc F4+2 (A/L+2 in civil engineering) with **at least 5 years' experience in the domain of civil construction and similar works.**

iii. And team leaders

A-Pipeline, Industrial engineering technician Bacc F4 OR GCE A/L Technical in Building construction or its equivalent with **at least 5 years' experience in the domain of Industrial/ civil construction and similar works.**

B-Construction works, Civil/Rural/Industrial engineering technician Bacc F4 OR GCE A/L Technical in Building construction or its equivalent with **at least 5 years' experience in the domain of road works and similar works.**

2. List of performant equipment

List of performance equipment the bidder intends to use on site using the form presented in the Tender File. The contractor shall justify the ownership or hiring and the State of the equipment necessary for the performance of the work.

I. Legalized Registration document (pickup truck or van, manual compactor, compactor tar cooker/sprayer etc.).

II. Invoices dated for safety equipment (major equipment) and a list of small construction equipment or assorted tools signed by the head of the company.

3. References

Experience of the company, in similar works. The bidder must justify its professional experience by presenting certified true copies of jobbing orders (front and last pages) and minutes of provisional acceptance or final reception and related contracts, and jobbing orders).

Technical notes on the methodology and the execution of works with photographs of site.

The bidder will produce a technical note dated and signed on the last page providing all the following informations:

- i. The mode of execution of the works,
- ii The planning of intervention, the expected output
- iii. Supply of materials/ site equipment,
- iv. Measures of safety and protection of the environment;
- v. Administrative and technical organization of the enterprise.
- vi. Measures of maintenance during the guarantee period.

5. Self-financing capacity

Self-financing capacity:

An attestation of credibility issued by the same Bank that issued the bid bond.

6. CCTP duly initialed on each page, signed by the enterprise and dated on the last page.

(c) Financial documents (in envelope-C)

It shall contain:

1. The bid letter (tender form) itself, according to the model attached, stamped at the rate in force, signed and dated.

2. The unit price schedule duly completed, with an indication of the unit price excluding VAT in words and in figures.
3. Detail quantities and cost estimated of work completed.
4. The sub-details of prices according to the model attached.

N.B. The different documents should be separated by coloured separators in the original as well as in the copies to facilitate their examination.

E. The self-financing capacity:

An attestation of financial credibility issued by the same bank as for the bid bond (access to a credit or of other financial facilities to ensure the gross margin of self-financing necessary for the duration of the contract.) The available amount must be at least equal to 25% of the value of the works of the contract.

OTHER CRITERIA

General presentation of bids: Bidders must submit bids legible and in accordance with the models of attachments in annexes.

Evaluation Grid

(a) References of the company in civil construction or similar works for the past three years:

- Minimum two (02) contracts registered (1st and last page)..... Yes/No.

- Minimum two (02) reception PVs corresponding to the attached contracts Yes/No.

(b) Equipment

- Proof of a tar chipping crusher truck in good operating condition

..... Yes/No.

- Proof of Building Hand tools, manual compactor/compactor in good operating condition

..... Yes/No.

- Proof of a vehicle (Pick up 4 x 4 or truck) Yes/No.

c. Qualification of site personnel

- Organizational Chart of the enterprise Yes/No.

Organizational Chart of site with comments Yes/No.

Works Director: Civil or Rural Engineer

- Diploma of work Director certified..... Yes/No.

- Attestation of presentation of the original Yes/No.

- CV signed and dated by works Director..... Yes/No.

- Certified true copy of National Identity Card..... Yes/No.

- Attestation of availability dated and signed..... Yes/No.

Site foreman: Senior Civil or Rural Engineering technician or Bacc F4+2 (A/L +2 in civil engineering)

- Certified copy of certificate of Foreman..... Yes/No.

- Attestation of presentation of the original Yes/No.

- CV signed and dated by site foreman..... Yes/No.

- Certified true copy of National Identity Card..... Yes/No.

- Attestation of availability dated and signed..... Yes/No.

Team leader road works and building works: Civil or Rural Engineering technician or Bacc F4 (A/L in civil engineering)

- Certified copy of certificate of Foreman..... Yes/No.

- Attestation of presentation of the original Yes/No.

- CV signed and dated by site foreman..... Yes/No.

- Certified true copy of National Identity Card..... Yes/No.

- Attestation of availability dated and signed.....	Yes/No.
d. The methodology of intervention and execution of work	
- Attestation of site Visit.....	Yes/No.
- Site Visit report	Yes/No.
- Detailed technical note on the organization and execution of works.....	Yes/No.
- Planning of execution of works.....	Yes/No.
- Coherence in the planning of execution of works	Yes/No.
- Respect of the duration of work.....	Yes/No.
- Description of safety measures at the building site.....	Yes/No.
- Description of the socio - environment measures for the site protection.....	Yes/No.
- Coherence in the execution of works.....	Yes/No.
- Coherence in the organization of the site.....	Yes/No.
- Technical proposal	Yes/No.
- Measures of maintenance during the guarantee period.....	Yes/No.
- CCTP dully initialed on each page, signed and dated on the last page.....	Yes/No.

Only bids considered being substantial responsive after the technical evaluation shall be accepted for financial evaluation.

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REPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie
MINISTERE DE LA DECENTRALISATION
ET DU DEVELOPPEMENT LOCAL
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NJIKWA COUNCIL INTERNAL TENDERS BOARD

OPEN NATIONAL INVITATION TO TENDER (EMERGENCY PROCEDURE)
No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF 11/03/2022
FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION.

PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: ++++++

IMPUTATION: 56 27 100 02 641604 2811

PART 04 SPECIAL ADMINISTRATIVE CLAUSES (C.C.A.P)

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CHAPTER I: GENERALITIES

ARTICLE 1: Subject of the Jobbing order

The jobbing order has as subject the CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST REGION.

ARTICLE 2: Procedure of the award of the jobbing order

The present jobbing order is awarded after an Open National Invitation to tender, following procedures laid down for the award of public contracts in Cameroon.

ARTICLE 3: Definitions and attributions (CCAG article 2).

1- General definitions

- The Delegated Contracting Authority is **the Mayor of Njikwa Council**. He is responsible for the conservation of the originals of the jobbing order and the transmission of copies to ARMP through the focal point designated to that effect.
- The Project owner is **the Mayor of Njikwa Council** responsible for the general administrative, financial and technical assistance at the definition, preparation, execution and acceptance stages of the services forming the subject of the jobbing order.
- The contract engineer is **the DDMINEE Momo** and is responsible for the follow-up of the execution of the contract.
- The project manager is **the Council Development Officer of Njikwa Council** and is responsible to ensure the defense of the interest at the definition, preparation, execution and acceptance stages of the services forming the subject of the jobbing order.
- The beneficiary is **the company**.

2- Security

In view of the application of the law on collateral prescribed in the Decree n ° 2018/366 of 20 June 2018, the following are designated:

- The authority in charge of ordering payment shall be the **Mayor of Njikwa Council**
- The body or official in charge of payment shall be the Municipal Treasurer of Njikwa Council;
- The authority in charge of the clearance of expenditures shall be the Divisional Controller of Financial –Momo;
- The official competent to furnish information within the context of execution of this contract shall be the Project owner Mayor Njikwa Council, the contract engineer and the project manager.

ARTICLE 4: Language, law, and regulation

4.1. The language used during the submission is either English or French,

4.2. The laws and regulations are the laws and regulations in force in Cameroon;

4.3. The Contractor undertakes to observe laws, regulations, and order in force in the Republic of Cameroon, and as well in its own organization in the implementation of the contract.

If in Cameroon, these laws, regulations, administrative and fiscal obligations in force are changed after the signature of the contract, the eventual costs will be borne by the contracting parties.

ARTICLE 5: Constituent Parts of the Contract (CCAG article 4).

The constituent parts of this contract are in order of priority:

- The letter of undertaking;

- The letter of submission corrected eventually;
- The special administrative Clauses (CCAP);
- The special Technical Clauses (CCTP);
- The unit price schedule;
- The bill of estimates and quantities;
- The unit price break down;
- The duly approved work plans;
- The Planning of the work (the work schedule).
- The bids of the contractor;
- The tender file;

ARTICLE 6: General applicable texts

- This contract is subject to the following General texts of law
- The special General administrative Clauses (CCLS);
- The law N ° 96/12 of 05 August 1996 on the management of environment;
- The texts governing the trade;
- Decree No. 2008/377 of 12/11/2008 fixing the attributions of Heads of Administrative Units, its organization and the functioning of their services;
- The Decree N ° 2018/366 of 20 June 2018 to institute the Public Contracts Code;
- Decree n ° 2001/048 of 23 February 2001 relating to the setting up, Organization and functioning of the Public Contracts Regulation Agency ARMP.
- Decree n ° 2003/65/PM of 16 April 2003 to lay down the procedure for implementing the tax and customs system applicable to public contracts;
- Order N°093/CAB/PM of 5 November 2002 to fix the amount of the bid bond and the purchase fees for tender files;
- Order N°22/CAB/PM of 02 February 2011 to lay down conditions for the recruitment of individual consultants;
- Order N°23/CAB/PM of 02 February 2011 to lay down conditions for the implementation of request for quotation;
- Circular No. 004/CAB/PM of 30 December 2005 relating to the application of the Public Contracts Code;
- Circular No. 003/CAB/PM of 18 April 2008 relating to the observance of the rules governing the award; execution and control of Public Contracts;
- Circular No. 002/CAB/PM of January 31, 2011 on the improvement of the performance of the Public Contracts system;
- Circular No. 003/CAB/PM of January 31, 2011 defining the conditions for the management of the changes of the economic conditions of Public Contracts;
- Arrete N°0205/A/MINMAP of 03 July 2018 relating to the creation of Divisional Tenders' Boards;
- Decree N°2012/076 of 08 march 2012 to amend and supplement certain provisions of decree N°2001/048 of 23 February 2001 relating to the creation, organization and functioning of the Public Contracts Regulatory Agency(ARMP);
- Circular N°001/CAB/PR of 19 june 2012 on the award, the control of execution of public contracts;
- Circular No. 00000456/C/MINFI of 30 Dec. 2021 on the instructions relating to the execution of the Finance Laws, the monitoring and control of the execution of the budgets of the state and other public entities for the 2022 fiscal year;
- Unified Technical Documents (DTU) for building works;
- The Norms in force in the Republic of Cameroon;
- The CCTP;
- Order No 00002/MINEPDED of 8th February 2016 stating the format of terms of reference and the content of an Environmental Impact Notice (EIN).

- Other texts specific to contracting fields.

ARTICLE 7: Communication (CCAG article 2 and 10).

7.1. All communications within the framework of this contract shall be written and notifications sent to the following address:

a) In the case where the contractor is the addressee: Sir/Madam.....

Beyond the time-limit of 15 days fixed in article 6(1) of the GAC to make his domicile known to the Project Owner and Contract Manager, correspondences shall be validly addressed to the [to the specified] council, chief town of the province in which the work was done;

b) In the case where the Project Owner is the addressee:

Sir/Madam _____ [to be specified] with a copy addressed to the Contracting Authority, Contract Manager, Contract Engineer, Project Manager and where need be, within the same deadline.

c) In the case where the Contracting Authority is:

Sir/Madam [to be specified] with a copy addressed within the same deadline to the Project Owner, Contract Manager, Contract Engineer and Project Manager, where applicable

7.2. The contractor shall address all written notifications or correspondences to the Project Manger with a copy to the Contract Manager and the contract Engineer.

ARTICLE 8: Service Order (CCAG article 8).

8.1. The different service orders will be established and notified. The administrative service order to start work will be signed by the Delegated Contracting Authority and notified to the contractor by the project owner with copies to the Delegated Contracting Authority, the Contract Manager, and the Contract Engineer.

8.2. On the proposal of the project owner, service orders having an incidence on the subject, the amount ou delay in the execution of the contract will be signed by the Contracting Authority and notified by the project owner to the contractor with copies to the contract manager and the contract engineer.

8.3. Technical service orders on technical issues concerning the execution of the contract will be signed by the contract manager and notified to the contractor by the contract engineer with copies to the Delegated Contracting Authority.

8.4. Service orders on warning notices will be signed by the project owner and notified by his services to the contractor with copies to the Delegated Contracting Authority and the Contract Engineer.

8.5. Service orders on suspension and restart of works because of unforeseen circumstances will be signed by the Contracting Authority and notified by his services to the contractor with copies to the Contract Manager and the Contract Engineer.

8.6. Service orders concerning remedial actions during the guarantee period will be signed by the Contract Manager on the proposal of the Contract Engineer and notified to the contractor by the Contract Engineer.

8.7. The contractor has fifteen (15) days to issue reservations on any service order received. The fact of issuing reservations does not prevent the contractor to execute the service orders received.

8.8. The Contracting Authority has the right to notify service orders signed by him that are to be notified by the project owner in case this is done within 30days.

ARTICLE 9: Contractor's Equipment and Personnel (CCAG article 15).

9.1. **Personnel:** In his bid the contractor engaged to mobilize human and material resources necessary for the proper execution of the works in conformity with the standards and norms in force in Cameroon, and according to the stipulations of the CCAP/CCTP. All these personnel should be effectively present

on site up to the end of works. The contract was awarded on the basis of an elaborated list of equipment and personnel requested by the contracting authority

Within fifteen (15) days following the notification of the administrative service order to commence works, the contractor should obligatorily designate on the approval of the contract engineer the works director, the works foreman endowed with powers of representation and decision to manage the site. Any modification of the technical bid can only take place after a written approval to the contract engineer. In case of any modification, the contractor shall replace any personnel with one having the same qualification, experience and competence or with appropriate performant equipment.

9.2. Replacement of a senior staff: The contractor's representative and the site foreman shall be approved by the contract manager. Their workers can be replaced or excluded from the site without a prior accord by the contract manager.

Any partial and total changes on the technical bid, shall take place only after a written approval by the contract manager. In case of any changes, the contractor shall replace any personnel with one having the same qualification, experience and competence. The list of personnel to be replaced will be transmitted to the project manager for approval.

The contract manager has the right to order for the replacement of any worker or labourer for reasons of misconduct, insubordination and incapacity. The contractor is responsible for all crimes and disorders committed by his workers. Any replacement of any senior staff shall have a lumpsum fine of Two hundred thousand (200 000) FCFA per person except for unforeseen circumstances. Any such replacement shall not interrupt the execution of the contract. The charges shall be born by the contractor. In case of any accident or illness, the contractor shall replace the worker in question without delay.

9.3. Any one sided decision to effect change of personnel of the technical bid before and during the execution of the contract constitute a justified reason for the cancellation or termination of the contract.

CHAPTER II: FINANCIAL PROVISIONS

ARTICLE 10: Guarantees (CCAG articles 29 and 41).

10.1. The performance bond:

Within twenty (20) days from the date of notification of the contract, the contractor shall produce a performance bond of three percent (3%) of the amount of the contract TTC, to guarantee the complete and proper execution of the contract. Beyond this time-limit, the Contracting Authority has the right to terminate or cancel the contract to the detriment of the contractor.

The contractor may replace the performance bond with a bank guarantee of corresponding or same amount, from financial or banking institution approved by the Minister in charge of finance which must be furnished prior to each payment on account. The bond or the security will be released simultaneously with each monthly payment, proportionately to the amount of work done.

The performance bond or the bank guarantee shall be released within thirty (30) days after the provisional acceptance of works by a waiver issued by the Contracting Authority after a written application from the contractor.

10.2. The retention guarantee:

A 10%, taxes inclusive, retention guarantee on the amount of the work actually carried out or executed shall be retained. It is obtained through successive deductions on all the installment payment. It will be restituted at the final reception.

The retention guarantee shall be released within thirty (30) days after the final acceptance of works by a waiver issued by the Contracting Authority after a written application from the contractor.

If, for any reason, the contractor refuses to comply with the service orders on corrections of imperfections or defects after the provisional acceptance and in the extra time allocated after the period of twelve (12) months, the amount of the holdback the Project Owner, the Contract Engineer and the Delegated Contracting Authority shall have the right to have the repairs carried out by their own workers or another contractor and to collect the money at the expense of the contractor through deductions on all sums due the latter by virtue of the contract.

10.3. The start of advance guarantee:

A startup advance that is at most equal to twenty percent (20%) of the amount of the contract all taxes inclusive (ATI) may be granted to the contractor on express request and without justification on his part. This advance must be guaranteed at one hundred percent (100%) by a first class Bank approved by the Ministry in charge of finance. This advance may be released after the notification of the Service order to start the work.

It shall be reimbursed by deductions done on the payments on account made to the contract holder during the execution of the contract and in accordance with the terms and conditions laid down in the said contract. The advance must be completely reimbursed not later than when the value of the basic price of the goods and services rendered shall have reached eighty percent (80%) of the price of the contract.

Following of the rate of reimbursement of the advance, the Contracting authority will authorize the payment of the corresponding part of the contractor upon written request.

ARTICLE 11: The Amount of the Contract (CCAG articles 18 and 19).

The amount of this contract, from the detailed quantitative cost estimates here attached stands at the sum of _____ (_____) FCFA. i.e.

- Amount (EVAT): _____ (_____) francs CFA;
- Amount VAT : _____ (_____) francs CFA;
- Amount net to be paid: _____ (_____) francs CFA;

The amount of the contract is calculated using conditions stipulated in article 19 of the General

ARTICLE 12: Payment Modalities

The contractor may obtain periodic payments on account. This periodic payments may be spread out during the term of the contract in several periodic installments. The contractor shall be bound to submit to the project owner, before the sixth day of each month, a detailed account, accompanied by a justificatory calculations and job cost sheet establishing the total amount spent at the end of the period under consideration, sums he may be entitled approved by the contract engineer and the contracting authority. The bills must correspond to the amount of work done, obtained from the amount of work actually executed under the conditions of the contract and the unit price, as contained in the schedule of unit price, quantity and estimated specifications and the unit price Sub-Details and the amount of deductions.

The payment of an account to the contractor shall be determined from the corresponding provisional detailed account established simultaneously, from which is deducted the amount of the balance due. Payments on account are not considered to be the final payment. The contractor is debited with such payments until the final settlement of the contract.

Works executed by the contractor and entered into the job cost sheet give entitlement to payment on account.

At the end of the work, a final account of the work is established.

ARTICLE 13: Mode of Payment

The payment of an account to the contractor shall be effected in accordance with the conditions specified in this contract and made base on justifying documentation required to credit of account:

1. Open: _____ agency;
2. Account number: _____

ARTICLE 14: Price variation

The prices are definite (fixed) and not to be changed. The contractor before submitting his bids or signing his contract must have had perfect knowledge about the local conditions under which he has to execute the contract.

ARTICLE 15: Price revision

The prices are not to be revised. Hence there is no price revision formula.

ARTICLE 16: Work using local direct labour (CCAG article 22)

Not required or necessary.

ARTICLE 17: Valorisation of works executed (CCAG article 23)

This contract is lump sum. The contract shall be paid on the basis of approved plans by the contracting parties. Possible differences noticed, for each type of structure or each element of the structure, between the quantities effectively executed and the quantities in the cost estimates shall not lead to the modification of the said price. This applies to errors that the cost estimates may include.

ARTICLE 18: Valorisation of supplies (CCAG article 24)

If need be, each payment on account shall include a part corresponding to building materials bought for the execution of the works and are on site. The amount for these materials is obtained by taking into account the prices from the sub-details. Materials having been the subject of payment on account cannot be taken away from the site without a written authorization of the project owner or the contract engineer.

ARTICLE 19: Advances (CCAG article 28)

The contractor may, upon simple request addressed to the project owner and without any justification, and after providing the guarantees required in the Public Contracts Code, obtain a so-called "start-off" advance or advance "for purchase of building materials".

This advance whose amount shall not exceed twenty percent (20%), all taxes inclusive, of the initial contract price shall be guaranteed at one hundred percent (100%) by a banking establishment governed by Cameroon law or a first rate financial institution authorized according to the instruments in force.

It shall be reimbursed by deductions done on the payments on account made to the contract holder during the execution of the contract and in accordance with the terms and conditions laid down in the said contract.

The advance must be completely reimbursed not later than when the value of the basic price of the goods and services rendered shall have reached eighty percent (80%) of the price of the contract.

ARTICLE 20: Payment of works executed (CCAG articles 26, 27 and 30)

Works assessment: Before the 30th of each month, the contractor and the control engineer shall jointly establish a job cost sheet which summarises and fixes the quantities executed and established for each item on the schedule during the month and capable of giving entitlement to payment.

No later than the fifth (5th) of the month following the month of the services, the contractor shall hand over to the control engineer two draft provisional monthly detailed accounts in seven copies (one detailed account exclusive of VAT and the other inclusive of taxes), according to the agreed model and establishing the total amount of the sums to which he may lay claim as a result of the execution of the contract since the start of the contract.

Only the detailed account exclusive of VAT shall be paid to the contractor. The detailed account of the amount of the taxes shall be the subject of an entry into the budgets of the Ministry in charge of Finance

Only the amount exclusive of VAT shall be paid to the contractor as follows:

- [100-2.2 and/or - (5.5 or 15%)] paid directly into the account of the contractor;
- 2.5% or 5.5% paid to the public treasury as AIR due by the contractor.
- 7.5% or 15% paid into the public treasury as TSR due by the contractor.

The contract engineer has a time-limit of seven (7) days to forward to the Contract Manager the detailed accounts he has approved.

The Contract Engineer has a maximum time-limit of twenty-one (21) days to forward the detailed accounts he approved such that they are in his possession not later than the twelfth of the month.

The Contract Manager has a deadline of fourteen (14) days maximum to sign the detailed accounts.

Payments shall be done by _____ within a maximum deadline of _____ calendar days from the date of submission of the approved detailed accounts.

ARTICLE 21: Interests on overdue payments (CCAG article 31)

Where the delay in payment fixed in the special administrative clauses is attributed to the Contracting Authority or accounting officer, the contract holder shall be fully entitled to interest on overdue payments calculated from the day following the expiry of the said deadline up to the day of issue of the payment voucher by the accounting officer.

Possible interests on overdue payments are paid by statement of sums due in accordance with article 166 and 167 of Decree No. 2018/366 of 20 June 2018 to institute the Public Contracts Code.

ARTICLE 22: Penalties (CCAG article 32)

A. Penalties for lateness.

In case of overrun of the contractual deadlines set in the contract, the contractor shall be liable to penalties after a formal prior notice.

In the event of force majeure, the contractor must file a comprehensive request for an extension of time. The Contracting authority after consideration of the relevance of the request shall notify a new time frame. After this new time frame, the penalties for delay will be applied entirely without further notification. Except by waivers provided for in the contract, the amount of penalties for time-limit overrun shall be set as follows:

- a. One two thousandth ($1/2000^{\text{th}}$) of the amount ATI of the contract per calendar day overrun from the first to the thirtieth (30) day beyond the contractual time-limit provided for in the contract;
- (b). One thousandth ($1/1000^{\text{th}}$) of the amount ATI of the contract, per calendar day overrun beyond the thirtieth day;
- (c). The cumulative amount of penalties is limited to ten per cent (10%) of the amount ATI of the contract under pain of termination.

B. Specific penalties.

23.1 Apart from penalties of overrun of the contractual deadlines, the contractor is liable to the following special penalties for the non-respect of the provisions of the contract, notably:

- Late submission of final bond;
- Late submission of insurances;
- Late submission of the draft execution programme if the lateness is caused by the contractor.

ARTICLE 23: Final detailed account (CCAG article 34)

23.1 After completion of the works, and within fifteen (15) days after the provisional acceptance, the contractor shall draw up the draft final detailed account from the joint sheets to which he may be entitled as a result of the integral execution of the contract.

23.2 The Contract Engineer has twenty (20) days to notify the corrected final detailed account.

23.3 The Contractor must within ten (10) days following the date of this notification, send back the final detailed account with his signature, with or without reservations, or make known the reasons for which he refuses to sign it.

ARTICLE 24: Final detailed General Payment (CCAG article 35)

24.1 Within a deadline of one (01) month after the final acceptance, the Contract Engineer shall draw up the detailed final payment.

At the end of the guarantee period leading to the final acceptance, the Contract Engineer shall draw up the detailed final payment sign by the contractor and the Contracting authority, which includes:

- The final detailed account;
- The balance;
- The summary of the monthly payments on account.

The amount of the general payment is equal to the result of this last summary.

24.2 The general detailed account signed by the Contracting Authority must be notified to the contractor by an administrative service order. The contractor then has one (01) month from the date of this notification to return this general detailed account, with or without reservations, to make known the reasons for his refusal to sign the general detailed account.

24.3 If the final detailed account is signed without reservations, this acceptance definitely binds the two (02) parties, except in the case of interests on overdue payments; if there are any. The detailed account thus becomes the final general detailed account of the contract.

24.4 If the contractor does not return the general payment within the deadline referred to above, this general detailed account shall be considered as having been accepted by him and thus become final.

The detailed account shall become final once it is signed without reservations by the contractor, except in the case provided for in the preceding paragraph. The acceptance of a claim from the contractor shall be regularized by a rider to the general detailed account.

ARTICLE 25: Tax and customs regulations (CCAG article 36)

Decree No. 2003/651/PM of 16 April 2003 lays down the terms and conditions for implementing the tax regulations and customs procedures applicable to public contracts. The taxes applicable to this contract include notably:

- Taxes and dues relating to industrial and commercial profits, including the IAR which is a deduction on company taxes;
- Registration dues in accordance with the Tax Code;
- Dues and taxes attached to the execution of services provided for in the contract;
 - o Duties and taxes of entry into Cameroonian territory (customs duties, VAT, computer tax);
 - o Council dues and taxes;
 - o Dues and taxes relating to the extraction of building materials and water.

These elements must be included in the costs which the undertaking imputes on its running costs and constitute one of the elements of the sub-details of prices exclusive of taxes.

All taxes inclusive prices means VAT included.

ARTICLE 26: Stamp duty and registration (CCAG article 37)

Seven (07) original copies of the contract shall be stamped and registered by the contractor in the competent taxation unit within in accordance with the applicable regulations.

CHAPTER III: EXECUTION OF WORKS

ARTICLE 27: Work consistency

The works include the following:

- Preparatory works
- Construction works
- Piping network
- Environmental mitigation measures
- Project sustainability measures

ARTICLE 28: The obligations of the Project owner

28.1 The Project Owner shall be bound to furnish the contractor with information necessary for the execution of his contract and to guarantee, at the cost of the contractor, access to sites of projects.

28.2 The Project Owner shall ensure the contractor of protection against threats, insults, violence, assault and battery, slander or defamation of which he could be victim by reason of or during the exercise of his mission.

ARTICLE 29: Execution Time Frame (CCAG article 38)

29.1 The execution time frame for the execution of this contract shall be four (06) months. This shall include the completion of the works provided incumbent on the contractor, the folding up of installations and restoring the sites and lands.

29.2 The execution time frame for the execution of this contract shall run from the date of notification of the administrative service order to start execution. It shall end upon provisional acceptance of the works.

ARTICLE 30: Roles and responsibilities of the contractor (CCAG article 40)

The contractor shall have as mission to ensure the proper execution of the works that he has been selected to carry out. For that reason the works shall be executed under the supervision of the contract engineer and in accordance to the applicable rules and standards. Hence the works shall be executed according to the notified drawings, technical specifications and service orders from the competent authorities.

The contractor shall submit for the prior approval of the contract engineer, the local organization of the work, the work planning schedule, all structural calculations, trials and soil tests, list of skilled and unskilled workers.

The contractor shall be responsible for the implantation of the structures in relation to the original reference landmarks, lines and levels furnished by the project owner.

The contractor is responsible for the entire site, including interventions of certified subcontractors. He shall therefore:

- Put in place all the necessary conditions to enable his suppliers and sub-contractors, who are working with him to intervene in a timely manner and in accordance with the schedule of execution and under his leadership, and
- Ensure the proper execution of the service orders from competent authorities.

The contractor shall constantly keep a general and updated detailed schedule of the progress of the works and make available four (4) copies to the contract engineer at the beginning of each month.

To this end, the contractor shall take all measures and provide all necessary means, determine, choose and purchase all materials, equipment and supplies and hire any specialized staff if necessary.

ARTICLE 31: Provision of documents and site (CCAG article 42)

Within twenty (20) days after the notification of the contract, a reproducible copy of plans featuring in the tender file of the contract will be made available to the contractor by the project owner as well as the work site and its access

The contractor shall preserve in good state the site put at his disposal during the execution of the contract. He shall hand it back, at the request of the project owner in their initial state after the execution of the contract, with due consideration of its normal wear and tear.

ARTICLE 32: Insurance of structures and civil liability (CCAG article 45)

The following insurance policies are necessary for the execution of this contract within fifteen (15) days after the notification of the contract, and before the commencement of work guaranteeing against any loss or damage occurring on the structures and third parties up till the provisional acceptance:

Civil liability insurance and all construction risk.

The Contractor shall justify that he holds an insurance policy of civil liability for damage caused to third parties of all kinds:

- (a) By its current salarized personnels.
- (b) By the equipment in use.
- (c) As a result of the work.

Comprehensive insurance coverage

The working site must be covered for all the works by a construction site comprehensive insurance coverage issued by a company approved by the competent authority. The cost of this insurance is the responsibility of the contractor.

No settlement except the startup advance will be made without presentation of a certificate from an insurance company proving that the contractor has fully addressed the premiums or contributions for the work for this contract.

The contractor has a period of 15 (fifteen) days from the date of notification of the Service order to start the work to present a certificate of insurance proving the premiums or contributions for the work for this contract was fully settled. After that the contract may be terminated.

ARTICLE 33: Documents to be submitted by the contractor (CCAG article 49)

Within a maximum period of fifteen (15) days from the date of notification of the service order to start work, the contractor shall submit to the contract engineer, the programme of execution, his supply calendar, his draft Quality Assurance Plan and the Environment Management Plan in six (6) copies. A duly signed copy of the execution programme must be deposited at Njikwa Council latest 15 (fifteen days) from the date of notification of the Administrative Order to commence execution. This working document shall include the following:

- General site installation;
- Company localization plan;
- Execution plans, drawings, calculations, detailed studies, quality control plan and work planning,
- Exhaustive list of personnel with their certified true copies of their diplomas
- Bill of estimate and quantities;
- Detailed list of materials and equipment available on the site;
- Detailed execution planning updated forecasts on the work progress in view of comparing the actual progress to the forecasts;
- The annexes files if the contractor deems it necessary.
- The site sign board

Two (2) copies of these documents will be returned to him within a deadline of fifteen (15) days from the date of reception with:

- Either the indication "GOOD FOR EXECUTION";
- Or the indication of their rejection including the reasons for the said rejection.

The contractor has eight (8) days to present a new draft. The Contract Engineer then has a deadline of five (5) days to give his approval or possibly make comments. Delay in approving the draft execution schedule shall stay the execution deadline.

The approval given by the Contract Engineer does not in any way release the contractor of his responsibilities. Meanwhile, works executed before the approval of the programme shall neither be ascertained nor paid for. The updated and approved schedule will become the contractual schedule.

The contractor shall constantly update on site, a schedule that will take account of real progress of the site. Significant modifications may only be made on the contractual programme upon receiving the approval of the contract engineer. After approval of the execution schedule by the Contract Engineer, the latter shall transmit it within five (5) days to the Contracting Authority without staying its execution. However, if important modifications alter the objective of the contract or the nature of the works, the Contracting Authority shall return the execution schedule accompanied by reservations to be lifted within fifteen (15) days of the date of reception.

- The Environment Management Plan should bring out notably the choice technical conditions of the site and basic life, conditions of the backfill of the extraction sites and conditions for reinstating the works and installation sites.

- The contractor shall indicate in this schedule the equipment and methods which he intends to use as well as the personnel he intends to employ.
- The approval granted by the Contract Manager or Project Manager shall in no way diminish the responsibility of the contractor with regard to the harmful consequences which their implementation may cause both towards third parties and the respect of clauses of the contract.

ARTICLE 34: Organisation and security of the construction sites (CCAG article 50)

34.1 The sign boards:

The contractor will be responsible to ensure day and night signaling of working site close to the main road in accordance with instructions given by the control engineer. Two (2) signs board are required per construction site and should be in conformity with the regulatory provisions such as:

- The title of the project;
- The Project Owner;
- The Delegated Contracting Authority;
- The Contract Engineer;
- The Project manager
- The Contractor;
- The funding;
- The execution time-frame;
- The date of notification of the Service order to start work.

The signboard shall have the dimensions of 2, 00 x 3, 00 m.

34.2 The site installation plan:

The site installation plan shall be done considering the following:

- Particular access roads;
- Vegetation to be protected;
- Temporal fence of the site;

34.2 The fencing of the construction site:

The construction site shall have a fence of 2m high.

34.3 The building site installation:

The contractor shall set up temporary constructions and facilities needed to execute the works, such as:

- Offices of the Contractor equipped with tables, chairs and lock-up cupboards.
- Building site toilet facility(if it does not exist)
- Storehouse for materials
- Removal of temporary work (fences, field office, sheds, signs, etc.).

34.4 The site logbook:

A site log book shall be kept by the contractor at the construction site before site installation.

It is a unique non contradictory document. Its pages are numbered and sign. No page should be removed. Strikeout or rescinded parts are reported in the margin for validation.

The following informations are recorded in it:

- Atmospheric conditions;
- The daily executed tasks, personnel and equipment used;
- The progress of the work;
- The requirements imposed;
- The detailed work quantities;
- The work carried out by subcontractors;
- The receptions of building materials;
- The incidents, accidents or events on the construction site;
- Nonconformities;
- The official visits;
- The administrative operations;

The site logbook shall be counter signed by the contract engineer and the person in charge of technical or administrative work at each site visit and systematically sign the minutes of site meetings.

Any refusal of presentation or any attempt of total or partial destruction or falsification of this log book may give rise to administrative sanctions.

34.5 The site meetings:

- Site meetings shall hold regularly at the behest of the Project Owner. The presence of the contractor or his representative in these meetings is obligatory or mandatory.
- Periodic meetings shall hold in the presence of the Contracting Authority, the Contract Engineer and the Project Owner or their representatives.
- Minutes of these meetings shall be entered in the site logbook. The contractor or his representative shall at the beginning of the meeting present the level of physical execution of the work and the difficulties faced.

34.6 Sub-contracting:

The ceiling of the percentage of the works to be sub-contracted shall be set at thirty (30) % of the total amount of the contract.

34.6 Site laboratory:

The contractor shall have his own laboratory on the site to enable him carry out all tests and studies on building materials defined in the Special Technical Clauses. The personnel and the equipment must be approved by the Contract Engineer.

34.7 Security Measures:

The contractor shall provide and maintain at his expense all lighting, protection, closing and guarding devices that will be necessary for the proper execution of the work or that will be required by the engineer. The contractor shall be responsible for all the consequences directly or indirectly of deficiency of signaling during the work.

The Contracting authority reserves the right, at the request of the engineer, without prior notice and at the expense of the contractor, to take all necessary measures engaging the responsibility of the contractor.

34.8 Putting in place environmental mitigation measures:

In accordance with provisions in *Law N° 96/12 of 5th August 1996 relating to Environmental Management and Decree N° 2013/01711/PM of 14 February 2013 laying down the modalities of the realization of studies of the social and environmental impact assessment and Decree N° 2013/0171/PM of 14 February 2013 laying down the modalities of the realization of studies of the social and environmental impact assessment as well as Arrêté n°0002/MINEPDED of February 09, 2016 outlining the model format for the terms of reference and the content of the environmental impact notice, in complement of the decree n°2013/0171/PM of February 14, 2013 that fixes the modes of realization of the environmental impact assessment and therefore those relative to the realization of the Environmental impact Notices;*

The establishment must take all necessary measures to ensure the carrying out of Environmental Impact assessment in cooperation with the divisional authority in charge of environment and subsequently be issued an Attestation of Environmental Conformity (AEC).

This must be done before the start of work.

The contractor shall be responsible for the:

- *Backfilling of pipeline*
- *Physico-chemical and bacteriological analysis of the water sample from a gov't authorised laboratory after construction*
- *Cleaning and disinfection of the pipeline*
- *Catchment Protection with poles, barb wires and planting of water friendly trees*
- *Labellisation*
- *Environmental impact studies*

34.9 Putting in place project sustainability measures:

The contractor shall be responsible for the:

- *Training of project management committee; this will include the cost of training of the managing committee to cater for the network when the project is handed to the community.*
- *Purchase of complete tool box: This price will include the cost supplying a complete tool box to the management committee.*

CHAPTER IV: ACCEPTANCE OF WORKS

ARTICLE 35: Provisional acceptance (CCAG article 67)

Before the provisional acceptance, the contractor shall apply to the Project Owner with copies to the Contracting Authority and the Contract Engineer for a pre-technical acceptance. This pre-technical acceptance shall notably involve a proper evaluation of the works executed as per stipulation of the contract. The minutes of this evaluation is drawn on the spot by the contract engineer and signed by the contractor or his representative.

The provisional acceptance commission shall be composed of the following members:

- The project owner or his representative..... President,
- The contracting authority or his representativeMember,
- The contract engineer.....Secretary,
- The project manager.....Member
- The stores accountantMember
- The representative of MINMAP Observer.
- The contractor or his representative..... Observer.

The contractor is convened at the reception as observer. He is required to attend or to be represented.

The Commission after site visit, reviews the minutes of the pre-technical acceptance and proceed to the provisional acceptance.

The provisional acceptance site visit will be concluded with minutes of provisional acceptance signed on the field by all members of the Commission. Minutes of provisional acceptance shall precise or specify the date of completion of the work from which the guarantee period shall run.

ARTICLE 36: Documents to be submitted after execution i.e plan de recollement. (CCAG article 68)

During the execution of the works the contractor shall update all the modifications on the contractual plans. At the end of the works he shall then reproduce the modified, updated and validated drawings and submit them to the contract engineer, the contracting authority and the project owner.

The non-submission shall attract a penalty of 20% from the retention guarantee.

ARTICLE 37: The guarantee period (CCAG article 70)

The guarantee period is twelve (12) months from the date of the provisional acceptance.

ARTICLE 38: Final acceptance (CCAG article 72)

Final acceptance shall take place fifteen (15) days from the date of the expiry of the guarantee period.

The final acceptance commission shall be the same as that of provisional acceptance and shall meet in the presence of the contractor.

The final acceptance procedure shall be the same as that of provisional acceptance and under the same conditions. Before pronouncing the final acceptance, the commission shall verify by all means put at their disposal that all the contractual provisions were fully respected by the contractor during the guarantee period.

The minutes of the final acceptance shall be drawn on the spot and signed by all the members.

CHAPTER V: MISCELLANEOUS PROVISIONS

ARTICLE 39: Termination of the contract (CCAG article 74)

The contract may be terminated as provided for in Article 180 of the Decree 2018/366 of 20/06/2018 of the Public Contracts code and equally under conditions stipulated in articles 74, 75 and 76 of the CCAG, notably:

- Delay for more than fifteen (15) calendar days in the execution of a Service order or unjustified stoppage of work for more than seven (7) calendar days;
- Delay in the execution of work resulting to penalties above 10% of the amount of the contract;
- Default of the contractor;
- Refusal to repeat poorly executed works;
- Persistent non respect of payments on account.

ARTICLE 40: Case of force majeure (CCAG article 75)

40.1 No party to the contract shall be considered as having contravened his contractual obligations if he is prevented from doing so by a force majeure.

40.2 No claims shall be made against the contractor if he fails or delays in the execution of his contract due to cases of force majeure such as:

- Rains : 200 millimetres in 24 hours ;
- Winds : 40 metres per second ;
- Floods: frequent floods.

ARTICLE 41: Disagreements and disputes (CCAG article 75)

Disagreements and disputes during the execution of the contract shall be the subject of an attempt of amicable settlement, where need be, through mediation, in accordance with the provisions of the SAC and subject to the provisions of the Public Contracts Code.

Where the disagreements and disputes cannot be settled amicably, the matter shall be brought before the competent Cameroon jurisdiction, subject to the provisions of the SAC.

ARTICLE 42: Production and dissemination of this present contract.

Ten (10) copies of this present contract shall be produced and multiplied at the expense of the contractor.

ARTICLE 43 and last: Entry into Force of the Contract

This contract shall be valid only upon its signature by the Contracting Authority after obtaining the budgetary visa of the finance controller. It shall enter into force as soon as it is notified to the contractor by the Contracting Authority.

REPUBLIC OF CAMEROON

Peace – Work – Fatherland

MINISTRY OF DECENTRALIZATION AND
LOCAL DEVELOPMENT

NORTH WEST REGION

MOMO DIVISION

NJIKWA COUNCIL



REPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

MINISTERE DE LA DECENTRALISATION
ET DU DEVELOPPEMENT LOCAL

REGION DU NORD OUEST

DEPARTEMENT DE LA MOMO

COMMUNE DE NJIKWA

E-Mail: njikwacouncil1995@gmail.com

NJIKWA COUNCIL INTERNAL TENDERS BOARD

OPEN NATIONAL INVITATION TO TENDER

No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF 11/03/2022
FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION.

PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: ++++++

IMPUTATION: 56 27 100 02 641604 2811

PART 05

SPECIAL TECHNICAL CONDITION (C.C.T.P)

A-INTRODUCTION

This specification aims to define the mode of execution of work to be done following the norms and approved standards, according to the documents of the Contract.

The choice of technological options for achieving the proposed work has the sole concern to ensure a better functionality of facilities in compliance with safety rules for the protection of property and persons.

It has been established as a guide to clarify and supplement the guidance of the estimate and drawings notwithstanding the terms of the Contract.

B-MODE OF EXECUTION OF WORK

SPECIAL TECHNICAL CONDITIONS (STC)

CHAPTER I – GENERAL INFORMATION

Article 1 EQUIVALENCY OF STANDARDS AND CODES

Wherever reference is made in the Contract to specific standards and codes to be met by the goods and materials to be furnished, and work performed or tested, the provisions of the latest current edition or revision of the relevant standards and codes are national, or relate to a particular country or region, other authoritative standards that ensure a substantially equal or higher quality than the standards and codes specified will be accepted subject to the Project Manager's prior review and written consent. Differences between the standards specified and the proposed alternative standards shall be fully described in writing by the Contractor and submitted to the Project Manager at least 28 days prior to the date when the Contractor proposed deviations do not ensure substantially equal or higher quality, the Contractor shall comply with the standards specified in the documents.

In case of conflicts of terms or issues in these technical specifications with the GCC and / or Contract Data the terms or issues in the GCC and / or Contract Data shall prevail.

Article 2 LOCATIONS OF WORKS AND VOLUME OF WORK

Works will involve the:

- Mobilization and Site installation: harmonization of studies, production of execution plan
- Reinforcement of catchment area: spring intake, sedimentation tank and filtration unit
- Construction of 50m³ half buried storage tank
- Rehabilitation of the piping network on a distance of 4 500 linear meter.

The location is Eyumojock Subdivision of Manyu Division of the South West Region. The various works to be executed are detailed in the bill of quantities and the execution drawings conform to the typical drawings for model plans in the consultation dossier.

Article 3 GENERAL INSTRUCTIONS

It should be taken into consideration that these specifications complete the plans and the plans complete the specifications. The Supervisor shall give modifications to plans provided or technical specifications in writing. For this purpose, a numbered page book shall be on site in which the instructions are written. Both the contractor and the Supervisor shall initial the book pages. Therefore, the site contractor must execute the works in conjunction with the document. The contractor shall take note of any omissions or discrepancies that may exist in the document and call the attention of the Supervisor who is at his disposal for necessary information and inquires. Any works carried out in negation of these instructions or provisions shall be demolished at the expense of the contractor.

CHAPTER II – ORIGIN, QUALITY AND PREPARATION OF MATERIALS

Article 4 QUALITIES AND SUPPLY OF MATERIALS

The contractor shall be responsible for the supply of sand, stones and gravel. He shall also be responsible for the excavation and backfilling of the pipeline under the supervision of the engineer. In making his bids the contractor shall visit the sites at his own expense. He shall make any reservations concerning materials in his bid. He shall be required to include transport cost of these materials to the various locations of the structures in the community.

Article 5 SAND

The nature and origin of sand remains subject to the Supervisor's approval. It shall be obtained from rivers or through crushing. The sand component should be more than 80% and the very fine constituents eliminated by settling should be less than 4%. The sand should be of high quality and must be free from dirt, clay or any organic matter and if deemed necessary, it should be washed before being used.

Article 6 GRAVEL

They shall be obtained from deposits or quarries chosen by the Contractor, and approved by the Supervisor. They should be clean (constituents eliminated through settling should be less than 2%) and their grading suited to their use. If deemed necessary, it shall be washed before being used.

Article 7 STONES

They shall be obtained from a quarry or deposit approved by the Supervisor and none should be smaller than 20cm. basalt stones commonly called black stone are recommended for the project or stones of other quality duly tested and approved by the supervising engineer.

Article 8 CEMENT

They should be of CPA 325 class and be obtained from an approved factory.

Article 9 CONCRETE WORKS

Concrete Works shall be of 4 kinds:-

- Lean concrete for foundation works where indicated shall be of PC 150kg/m³ and 10cm thick.
- Mass concrete for foundations shall be PC 250kg/m³ and thickness as shown on the plans
- Reinforced concrete for floor and roof slabs, covers foundations shall PC 350kg/m³ and thickness as shown on the plans
- Mass concrete for catchment works: All concrete in catchment construction shall be PC400KG/M³

Article 10 PIPES AND FITTINGS

Generally pipes used in water supply must meet any of the standards mentioned below or their equivalence: the American Water Works Association (AWWA) or the American National Standards Institute (ANSI) or the American Society for Testing and Materials (ASTM) standards N°D 1785 and D 2241 or ISO standards N°527 and 845.

Table A: NFT 54 – 016 Physical Characteristics of Pipes

External Diameter			Thickness		Service Pressure	Test Pressure 1h at 20°C MPa	Tensile test 10h at 60°C MPa
0	Tolerance	Average	Nominal	Max.			
25	0.5	0.3	1.9 2.8	2.3 3.3	1.6 2.5	6.5 10.3	13.7
32	0.5	0.3	2.4 3.6	2.9 4.2	1.6 2.5	6.5 10.3	13.7
40	0.5	0.3	3 4.5	3.5 5.2	1.6 2.5	6.5 10.3	13.7
50	0.5	0.3	3.7 5.6	4.3 6.4	1.6 2.5	6.5 10.3	13.7
63	0.8	0.3	3 4.7 7.1	3.5 5.4 8.1	10 6.3 4	4 6.5 10.3	13.7
75	0.9	0.3	3.6 5.5	4.2 6.3	10 6.3	4.1 6.5	13.7
90	1.1	0.3	4.3 6.6	5 7.5	10 6.3	4.1 6.5	13.7
110	1.4	0.4	3.2 5.3 8.1	3.8 6.1 9.2	16.7 10 6.3	0.6 1 1.6	13.7
125	1.5	0.4	3.7 6 9.2	4.3 6.8 10.4	16.7 10 6.3	0.6 1 1.6	13.7
140	1.7	0.5	3.7 6.1 9.3	4.3 7 10.5	0.6 1 1.6	2.57 3.75 5.86	13.7
160	2	0.5	3.8 6.2 9.5	4.4 7.1 10.7	0.6 1 1.6	1.95 3.3 5.2	13.7

Tolerances

Ovalization : ± 1 mm

Length of pipe : $\pm 1\%$ ----- ± 6 cm

Socket length : ± 0.6 mm

10.1 Control tests for pipes

a) Length

the tolerance for pipe lengths shall be $\pm 1\%$ (± 6 cm) for every 100 pipes, if the number of pipes not respecting this tolerance is less than 3 i.e 3%, then the whole lot is considered okay, otherwise the supervisor could request that as many pipes be tested in the lot as possible.

a) External diameter

The tolerance shall be ± 0.3 mm for pipes of external diameters between 25 mm and 50 mm, and ± 0.4 mm for pipes above 63 mm diameters. Before reception, the supervisor shall verify the external diameters of 15 pipes for every 300 pipes. If 6 or more pipes do not meet the tolerance prescribed above, he reserves the rejected.

b) Thickness

Thickness verification should adhere to the specifications presented on table B.

Table B: Thickness verification

N° of pipes in the lot	N° of pipes randomly selected for erification	N° of bad pipes X	
		Lot accepted if X max =	Lot rejected if X min =
100 – 199	10	2	3
200 – 299	15	3	4
300 – 499	20	3	4
500 – 899	25	5	6
899 – 1300	30	6	7
1300 – 3200	40	8	9

The supervisor shall carry out thickness verification in accordance with table B.

d) Socket length

The socket length has to be verified according to agreed norms. The value obtained should have the theoretical value of the diameter of the tube plus 1.3 mm. the tolerance shall be 0.6 mm.

e) Shrinkage cracks

Shrinkage crack tests should be carried out according to agree methods by the supervisor on a 15 – 30 cm long sample. No shrinkage cracks should occur if the pipe is at 90° to its horizontal axis. If this occurs for 15 samples representing a lot of 100 pipes, the lot shall be rejected.

f) Internal pressure

Pipe sample shall be subjected to 1.5 times the service pressure for a duration of one hour. If one out of every five samples ruptures, another set of five is selected for a retest. If the second set respects the specified relation with the service pressure, the set is considered satisfactory. Otherwise, necessary adjustments are carried out to meet the required specification, or the lot is rejected.

g) Impact

This test is carried out on three samples, one from each extremities and the third from the centre, all three, one meter long. Perpendicular masses are dropped from a height of one meter onto the samples as in table C.

Table C: Impact test schedule

Pipe diameter	Mass (kg)
25	1
32	1
40	1
50	3.5
63	5
75	7.5
90	7.5

The pipes are accepted if the percentage of broken pipes in the tested samples does not exceed 20%

The contractor is requested to furnish the supervisor with all information (name, address, phone etc) on the factory being used to procure pipes for his project.

When the pipes are checked and tested the contractor shall present to the supervisor a quality certificate from the manufacturer ascertaining that the pipes meet the required standards as described in the sections above. The contractor shall arrange for free access to the factory for the supervisor to enable him request as required for all factory tests described in the sections above to be carried out by the manufacturer.

The performance guarantee of works shall cover all defects in pipes, handling and workmanship.

10.2 Fittings specifications

Contractors are required to strictly respect standards and specifications.

All fittings for these constructions must resist a pressure of above 16 Bars

All fittings have to be approved by the supervisor before being used. All fittings not conforming to those standards and specifications shall be rejected. The performance guarantee of works shall cover all defects on fittings, their handling and workmanship.

CHAPTER III – METHOD OF EXECUTION

Article 11 GENERAL INFORMATION

11.1 Safety Measures

The Contractor shall be required to place at the entrance to the works site and in its vicinity, signboards indicating that works is underway and he shall be responsible for any accident that occurs on the works site and / or suffered by a third party, his staff and employees and officials of the Administration as a result of their presence on the works site. Organisation of work and security on the works site shall be the responsibility of the Contractor.

11.2 Traffic

The Contractor shall be responsible for ensuring that traffic is not obstructed on the entire stretch of his works site throughout the period of work up till provisional acceptance. No obstruction of traffic shall be allowed for more than two hours. Maintenance of traffic flow shall be the responsibility and at the expense of the Contractor and in case of any breach of contract by the latter, the Supervisor may bring in a third party to correct any faults. All related expenses shall be borne by the Contractor. Where interference with traffic is inevitable, the opinion of local administrative authorities shall be required for any obstruction for a given period.

Article 12 STONE MASONRY

All stone masonry works must comply to the following standards DTU N° 20 – 12; NFP 13:304 and 14:301 The stone masonry required for the construction of structures should be aesthetical and according to structure type (shape, size of stones, joints etc...) in accordance with Engineering rules. Binding mortar shall contain 300 (three hundred) kg of cement per m³ of sand with the biggest sand grain being 4mm. The visible sides of the stone masonry must be regular. The minimal sizes of the sides must not be less than 15 (fifteen) cm. M 450 mortar shall be used for the finishing of the external joints.

Article 13 MORTARS AND CONCRETE

13.1 Mortar

All mortar and plastering must meet the DTU standard N° 26 – 1. M450 mortar shall be a mixture of 450 (four hundred and fifty) kilogrammes of cement per cubic metre of dry sand.

If the M450 mortar is more than 20 (twenty) millimeters thick, micro-concrete mixed with 400 (four hundred) kilogrammes of cement whose composition shall first of all be submitted for the Supervisor's approval shall be used.

13.2 Concrete

Reinforced concrete in elevation shall contain 350kilogrammes of cement per cubic metre and shall be vibrated during laying. The reinforcement rods must meet the BAEL standards of 1991 or the AFNOR 35 – 001 standards.

C350 concrete for reinforced concrete structures should have a minimal compressive strength of 270 bars in 28 days. Depending on the volume of concrete to be made, the Supervisor may carry out quality control tests at his expense or, if he deems it necessary, ask an approved laboratory to collect samples and carry out compression tests to check the quality of the concrete.

If the required minimum strength is not attained, the Contractor shall bear the cost of tests and the Supervisor shall decide on the measure to take in respect of the structure concerned. The volume of average and big size aggregates in the C150 concrete should double that of the volume of sand.

Article 14 POINTING AND PLASTERING

14.1 Pointing

The joints of all external walls of stone masonry, which are visible, shall be pointed carefully such that the works have and aesthetic look. M625 mortar shall be used for pointing, with a cement paste (1:0) finish.

14.2 Plastering

Plastering of surfaces in contact with water shall comprise pointing of the mortar joints followed by 1cm thick of spatter dash 1:2 M625. The wall is then finished with cement paste. Plastering of surfaces not in contact with water as chambers for air valves, valves and washouts shall be 1 coat of plaster 1cm thick and a mix of 1:3 (M400)

Article 15 PLUMBING WORKS

Description

This item shall consist of the provision and installation of all pipes including the installation of plumbing accessories like coupling, tees, reducers, etc. to entirely complete this item as per these specifications and plans.

Construction methods

The soil in the bottom of the trench shall be lightly scarified before placing the pipe or other elements.

During transport, storage, and assembling of piping elements care shall be taken to avoid soil and other contamination from entering the system.

Laying of the pipes, assembling of pipes and all other works, directly related to the piping works, shall only be executed during dry weather conditions.

Pipe elements and connecting accessories shall be assembled in such a way that no tension can occur in the separate elements.

Only skilled plumbers shall be employed on any plumbing work.

Pipe joints, reducers, tees, etc. shall be connected in conformity with the manufacture's prescriptions.

Method of measurement

The quantity of PVC shall be measured per linear meter of installed pipe. Measurements shall be made for each class of pipe and each diameter of pipe separately.

Basis of payment

Payments shall be made at the contract's unit price. This unit price shall be full compensation for the provision, transportation, installation and testing of all piping material including the installation of all accessories like coupling, tees, reducers, etc. etc

Article 16 EXCAVATIONS OF TRENCHES

The trench for pipes up to 110mm shall be excavated to a depth of at least 80cm deep and 40cm wide or other such depths and widths as directed by the supervisor and shown on the plan.

The trench for pipes above 110mm shall be excavated to a depth of at least 100cm deep and 40cm wide or other such depths and widths as directed by the supervisor and shown on the plan.

Article 17 NOMENCLATURE OF WORK

17.1 Setting out of works

The contractor shall be responsible for the setting out of all pertinent lines, works, grades and levels as required for the proper and accurate positioning of the structures on the site.

17.2 Earth Works

17.2.1 Description

This item shall consist of all excavation and backfill works in accordance with these specifications and in conformity with the lines shown on the plans or as indicated by the supervisor.

17.2.2 Construction methods

Excavation

Excavation works for the piping system shall be performed by the contractor. The bottom of the trench shall be free of any stones or other materials which could incur damage to the pipes. *Excavations for intakes, reservoir tanks, wash – out chambers, valve boxes, break – pressure tanks and public tap – stand shall be performed by the contractor.*

Backfill

Backfill of the pipeline shall be performed by the contractor. No backfill operations shall be allowed before the approval from the supervisor has been granted.

The compaction requirement for backfill shall be at least 90% of the dry modified optimum proctor density.

Maintenance of excavations.

The contractor shall carry the risk of collapse of excavated faces whether or not he takes any precautions, the nature of the precautions shall be entirely at his own discretion.

No water shall be allowed to accumulate in any portion of the excavations.

The excavations shall be protected against flooding, and any water entering them.

FICHE D'INVENTAIRE DE POINTS

D'EAU Identification de l'enquêteur :

Nom		Date de collecte	
Prénom			
Contact			

Code de l'ouvrage :

Si AEP code

FINANCEMENT DU PROJET

Intitulé du projet :

Bailleur de fonds :

Année de réalisation :

Entreprise de réalisation :

Entreprise de réhab. :

Année de réhabilitation

LOCALISATION GEOGRAPHIQUE

Région :

Département :

Arrondissement :

Commune :

Localité :

Quartier :

Lieu Dit :

COORDONNEES

Code Waypoint :

Coordonnées X :

 (km)

Coordonnées Y :

 (km)

Longitude :

Latitude :

SITE :

Préciser le nom et/ou le lieu.....

- 1 : Marché
- 2 : Ecole
- 3 : Hôpital
- 4 : Administration

- 5 : Point d'escale axe lourd
- 6 : Ménage

CARACTERISTIQUES DU POINT D'EAU

TYPE DE POINT D'EAU :

☐

- 0 : Autre
- 1 : Puits
- 2 : Forages
- 3 : Château AEP
- 4 : Borne fontaine
- 5 : Source aménagée

Autre à préciser NATURE DU POINT

☐

NATURE DU POINT D'EAU :

- 0 : Autre
- 1 : Puits moderne
- 2 : Puits équipé de PMH
- 3 : Forage équipé de PMH
- 4 : AEPP
- 5 : AEPP
- 6 : AEP Mixte
- 7 : Source
- 8 : Source aménagée

Autre à préciser

ETAT DE L'OUVRAGE :

☐

- 1 : Fonctionnel
- 2 : Partiellement fonctionnel
- 3 : Non fonctionnel

Observations :

NATURE DE LA PANNE

☐

- 1 : pas de carburant pour la pompe
- 2 : pompe abimée
- 3 : robinet cassé
- 4 : tuyaux cassés
- 5 : pas de pièces de rechange disponible
- 6 : autres à préciser :

EQUIPEMENT

AEP :

☐

- 0 : Autre
- 1 : Groupe électrogène
- 2 (solaire) : Pompe immergée ou de surface
- 3 (éolienne) : Pompe immergée ou de surface
- 4 : Autre à préciser
- 4 :

PMH

marque pompe :

☐

- 0 : Autre
- 1 : Vergnet
- 2 : Indian mark II ou III
- 3 : Rope
- 4 : autres à préciser
- 4 : préciser

GESTION DE L'OUVRAGE HYDRAULIQUE /DU POINT D'EAU

MODE DE FINANCEMENT :

☐

- 0 : Autre
- 1 : Comité de point d'eau

FINANCEMENT :

☐

- 0 : Autre
- 1 : Eau payante (forfait/famille)

2: Gestion privatisée
3: Commune en régie
4: Néant

2 : Volumétrique
3 : Eau non payante

Autre à préciser :

Autre à préciser :

ENTRETIEN

☐

0: Autre
1: Artisan réparateur
2: Réparateur villageois
3: Opérateur privées
4: Administration
 : Autre à préciser
5:

NOMBRE D'UTILISATEURS DU POINT

0_200

201_350

351_500

501_700

Au-delà 701

Imprécis

UTILISATION PRINCIPALE DE L'OUVRAGE

Domestique

Animaux

Irrigation

Institutionnel (école, hôpital etc)

Industriel

Autres à préciser :

L'eau est en quantité suffisante ?

☐ oui ☐ non

Observations :
.....

QUALITE DE L'EAU

Paramètres physico-chimiques

Ph

Acide

Basique

CONDUCTIBILITE

Paramètres organoleptiques

Couleur

Clair

Trouble

Goût

Acceptable

Mauvais

Salé

Autres :

Odeur

Acceptable

Mauvaise

Paramètres indicateurs de pollution

Ammonium

Azote de kjeldahl

Azote total

Nitrates

Paramètres toxiques

Arsenic

Nickel

Cyanures

Plomb

Chrome

CARACTERISTIQUES PHYSIQUES:

Hauteur d'eau:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(m)	Rabattement :	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(m)
Niveau statique:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(m)	Débit d'exploitation :	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(m ³ /h)
Niveau top crépîne:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(m)	Débit spécifique :	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(m ³ /h/m)
Diamètre:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(mm)	Longueur de réseau :	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(m)
Profondeur:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(m)	Nombre branchements :	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Capacité du réservoir:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(m ³ /l)	Nombre bornes fontaines :	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Coefficient d'emménagement:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(m)	Conduite de distribution :	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Conduite d'emménée:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	(m)	Nombre bornes fontaines :	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

ENVIRONNEMENT

A moins de 35 m :

présence d'un assainissement non collectif : ☐ oui ☐ non

A moins de 50 m :

. présence de réseau de drainage : ☐ oui ☐ non

. d'habitation : ☐ oui ☐ non

. d'élevage : ☐ oui ☐ non

si oui, Nature de l'élevage :

. plan d'épandage : ☐ oui ☐ non

- activité industrielle, déchetterie, etc ...

A moins de 500 m :

présence de cours d'eau à proximité ☐ oui ☐ non

si oui, indiquer son nom :

présence de zone humide ou de marais ☐ oui ☐ non

si oui, indiquer le lieu-dit et la commune:

Dans un rayon de 3 km :
 présence d'un captage d'alimentation en eau oui non ☐ ☐
 si oui, indiquer son nom :

Enregistrement/Déclaration des prélèvements :
 disposer vous d'un carnet de gestion des prélèvements oui non
 ☐ ☐

les prélèvements font-ils l'objet d'une déclaration annuelle à :

○ au service de l'eau de la commune oui non ☐ ☐

○ un autre organisme oui non ☐ ☐

Y'a-t-il des réfugiés à proximité de l'ouvrage ? ☐ oui ☐ non

Aménagement

Exhaure

.....

?

Pompe immergées/de surface
Puisage à la corde
Robinet
Groupe électrogène
Solaire

Socle

.....

?

Beton arme

Beton non armé

Margelle.....

.....

?

Beton arme

Beton non armé

cuvelage.....

.....

?

Beton arme

Beton non armé

Enrochement

Prise

d'eau.....

?

Adduction.....

.....

?

Pièce de

rechange.....

?

oui non

Nom et signature du prestataire	Nom et signature du bénéficiaire <input type="checkbox"/>	<input type="checkbox"/> Nom et signature de l'ingénieur du marché
A..... le	A..... le	A..... le



NJIKWA COUNCIL INTERNAL TENDERS BOARD

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No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF
11/03/2022

FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION.

PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: +++++++

IMPUTATION: _____

PART 06

UNIT PRICE LIST

UNIT PRICE LIST FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN BAKWA

	WORK DESCRIPTION	UNIT	QTY	U.P (Figures)	T.P (Words)
100	PREPARATORY WORKS				
101	Site installation (Installation of project signboard, acquisition of worksite office, store and lodging places for personnel, general site cleaning and implantation, demolition of temporary structures).	LS	1		
102	Preparation of working documents (before and after construction)	LS	1		
	Sub Total 100				
200	CONSTRUCTION WORKS				
201	Construction of a spring catchment intake with a reinforced concrete with a collection chamber	LS	1		
203	Construction of control valve chamber (80x80x100cm) in stone masonry	U	3		
206	Construction of a 15m ³ storage tank in stone masonry with internal control room equipped with a metallic door, float valve 2½", plumbing accessories (float valve 2½", PVC valves dia. 63mm and 36mm, PVC and GI elbows, adaptor, tees, strainer 3" etc.) as well as purchase and installation of a 2.5m height metallic ladder for access in and out of the storage tank	U	1		
207	Construction of a low point chambers with stone masonry (80x80x100) equipped with locking device and installation of washout valve	U	2		
208	Stream crossing each with GI pipes 2", two (02) reinforced concrete pillars of 2.5m height and installation of washout valve	U	3		
209	Supply and installation of plumbing accessories	LS	1		
	SUB TOTAL 200				
300	CONSTRUCTION OF A PIPING NETWORK				
301	Pipeline excavation and backfilling	LM	2,700		
302	Supply and laying of PVC pipes Ø50 NP10	LM	100		
303	Supply and laying of PVC pipes Ø40 NP10	LM	1,500		
304	Supply and laying of PVC pipes Ø32 NP10	LM	800		
305	Supply and laying of PVC pipes Ø25 NP10	LM	300		
306	Construction of standpipe with soak-away pit and valve chambers	U	5		
307	Construction of double standpipes with soak-away pit and valve chambers	U	2		
308	Production and implantation of pipeline indicators in reinforced concrete every 50m.	U	54		
309	Supply and installation of plumbing accessories	LS	1		
310	Labelling and numbering of standtaps	LS	7		
	SUB TOTAL 300				
400	ENVIRONMENTAL MITIGATION MEASURES				
401	Preparation of Terms of Reference and production of Environmental Impact Notice	U	1		
402	Water quality test after construction. These include Physico-Chemical and Bacteriological analyses of the sampled water	U	1		
403	Cleaning and disinfection of pipeline	LS	1		
404	Protection of the catchment area by: - the demarcation of its zone of influence through the erection of a fence made of barbed wire and concrete pillars; - the planting of water friendly trees in it (Pinus African, Mysopsis or	LS	1		

	WORK DESCRIPTION	UNIT	QTY	U.P (Figures)	T.P (Words)
	Wenge); - the erection of a metallic sign board prohibiting human activities in the area.				
	SUB TOTAL 400				
500	PROJECT SUSTAINABILITY				
501	Training and putting in place of a Water Management Committee [WMC] + Training of two (02) Caretakers. And the production of the Internal Rules and Regulations [I & R] governing the management of the Water Supply Scheme. The [I & R] should be co-signed by the D.O. of the Subdivision, the Mayor, the Divisional Delegate MINEE of the Division, the Development Association President and the Chairman of the WMC. Indicators: Signed list of elected members WMC with ID Cards and Telephone contact numbers, Report on WMC Training, and six (06) signed copies of the [I & R].	session	1		
502	Supply of a complete tool box and spare parts (List of tools and spare parts to be obtained at the Divisional Delegation of MINEE MOMO). Equipment to be officially handed to the Chairman of the WMC by the Divisional Delegate of MINEE during the Provisional Reception.	U	1		

REPUBLIC OF CAMEROON

Peace – Work – Fatherland

MINISTRY OF DECENTRALIZATION AND
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NORTH WEST REGION

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REPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

MINISTERE DE LA DECENTRALISATION
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REGION DU NORD OUEST

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NJIKWA COUNCIL INTERNAL TENDERS BOARD

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11/03/2022

FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
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PROJECT OWNER: THE NAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: ++++++

IMPUTATION: 56 27 100 02 641604 2811

PART 07 DETAILED BILL OF QUANTITIES

BILL OF QUANTITY AND COST ESTIMATES FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME

	WORK DESCRIPTION	UNIT	QTY	U.P (FCFA)	T.P (FCFA)
100	PREPARATORY WORKS				
101	Site installation (Installation of project signboard, acquisition of worksite office, store and lodging places for personnel, general site cleaning and implantation, demolition of temporary structures).	LS	1		
102	Preparation of working documents (before and after construction)	LS	1		
	Sub Total 100				
200	CONSTRUCTION WORKS				
201	Construction of a spring catchment intake with a reinforced concrete with a collection chamber	LS	1		
203	Construction of control valve chamber (80x80x100cm) in stone masonry	U	3		
206	Construction of a 15m ³ storage tank in stone masonry with internal control room equipped with a metallic door, float valve 2½", plumbing accessories (float valve 2½", PVC valves dia. 63mm and 36mm, PVC and GI elbows, adaptor, tees, strainer 3" etc.) as well as purchase and installation of a 2.5m height metallic ladder for access in and out of the storage tank	U	1		
207	Construction of a low point chambers with stone masonry (80x80x100) equipped with locking device and installation of washout valve	U	2		
208	Stream crossing each with GI pipes 2", two (02) reinforced concrete pillars of 2.5m height and installation of washout valve	U	3		
209	Supply and installation of plumbing accessories	LS	1		
	SUB TOTAL 200				
300	CONSTRUCTION OF A PIPING NETWORK				
301	Pipeline excavation and backfilling	LM	2,700		
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308	Production and implantation of pipeline indicators in reinforced concrete every 50m.	U	54		
309	Supply and installation of plumbing accessories	LS	1		
310	Labelling and numbering of standtaps	LS	7		
	SUB TOTAL 300				
400	ENVIRONMENTAL MITIGATION MEASURES				
401	Preparation of Terms of Reference and production of Environmental Impact Notice	U	1		
402	Water quality test after construction. These include Physico-Chemical and Bacteriological analyses of the sampled water	U	1		
403	Cleaning and disinfection of pipeline	LS	1		
404	Protection of the catchment area by: - the demarcation of its zone of influence through the erection of a fence made of barbed wire and concrete pillars; - the planting of	LS	1		

	WORK DESCRIPTION	UNIT	QTY	U.P (FCFA)	T.P (FCFA)
	water friendly trees in it (Pinus African, Mysopsis or Wenge); - the erection of a metallic sign board prohibiting human activities in the area.				
	SUB TOTAL 400				
500	PROJECT SUSTAINABILITY				
501	Training and putting in place of a Water Management Committee [WMC] + Training of two (02) Caretakers. And the production of the Internal Rules and Regulations [I & R] governing the management of the Water Supply Scheme. The [I & R] should be co-signed by the D.O. of the Subdivision, the Mayor, the Divisional Delegate MINEE of the Division, the Development Association President and the Chairman of the WMC. Indicators: Signed list of elected members WMC with ID Cards and Telephone contact numbers, Report on WMC Training, and six (06) signed copies of the [I & R].	session	1		
502	Supply of a complete tool box and spare parts (List of tools and spare parts to be obtained at the Divisional Delegation of MINEE MOMO). Equipment to be officially handed to the Chairman of the WMC by the Divisional Delegate of MINEE during the Provisional Reception.	U	1		
	SUB TOTAL 500				
	TOTAL EXCLUDING TAXES				
	VAT (19.25%)				
	AIR (2.2%)				
	TOTAL INCLUDING TAXES				
	NET TO BE PAID				



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11/03/2022

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PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: ++++++

IMPUTATION: 56 27 100 02 641604 2811

PART 08

UNIT PRICE BREAKDOWN

Lot :					
SUB-DETAIL OF PRICE N°:					101
DESCRIPTION OF ACTIVITY ON					
Prix N°:	Daily output		Total Quantity:	Unit:	Duration of activity (Days):
	CATEGORY	NUMBER	Daily Salary	Paid Man-day	Amount
A - PERSONNEL					
	TOTAL A				
B - EQUIPMENT	TYPE	NOMBER	Daily rate	Days billed	Amount
TOTAL B					
C - MATÉRIALS	TYPE	UNIT	Unit price	Consumption	Amount
TOTAL C					
D	TOTAL DIRECT COST		A+B+C		
E	GENERAL SITE RISK		10%	D x 10%	
F	GENERAL HEAD OFFICE EXPENSES		5%	D x 5%	
G	COST PRICE		(D+E+F)		
H	RISK + PROFIT		10%	G x 10%	
I	BID PRICE EXCLUDING TAXES		(G+H)		
J	UNIT PRICE EXCLUDING TAXES		(I/Qty)		

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PART 09
ANNEXES

REPUBLIC OF CAMEROON

Peace – Work – Fatherland

MINISTRY OF DECENTRALIZATION AND
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NORTH WEST REGION

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AUTHORIZATION N°: ++++++

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MITIGATION OF RISKS CLAUSES ON THE ENVIRONMENT

DEFINITION

These standard clauses constitute the Environmental Regulations relating to the construction works contracts and which will have to be inserted in the tender documents of the enterprise.

Thus, every enterprise pre-selected for a works contract will have to implement not only measures aimed at mitigating the socio-environmental impacts of the micro-projects but also environmental and social clauses outlined below. It should be stressed that these clauses apply to all types of micro-projects, the enterprise as well as all sub-contractors or dealers.

These measurements include:

- *A reduction in the raising of dust particles at the work site in order to protect the health of the beneficiary population and site workers, by regular watering of the site, or the adoption of an appropriate calendar;*
- *A Reduction in sound (noise) effects due to the movements of the equipment and machines within the construction site;*
- *Non obstruction of the existing rivers by works, or the deposit of waste in the river channel;*
- *Putting in place a management plan for oils, fuel, lubricants and other dangerous products. This plan will have to include the recuperation of the above mentioned products and their transfer to specialized companies for treatment;*
- *Automatic stop of works in the event of discovering of an archaeological or historical artefact, then report immediately to the services of the Ministry of Culture;*
- *Prohibition to transport or drive out game, hunting and non timber forest products by the personnel of the building site;*
- *Put at the disposal of the working site adequate equipment for potable water and domestic use water;*
- *Priority recruitment for local labour, as well as the use of local materials;*
- *Putting of warning Signs (sign boards) at building site during and after work; putting speed limits warning signs as well in order to protect the safety and health of the resident population and of site workers;*
- *The wearing of appropriate equipment & attire (e.g work clothes) by site workers.*
- *Restoring (putting back to its original nature) gradually installations at building site at the end of works;*
- *Organizing information and sensitizing campaigns for site workers and the beneficiary populations, on medical risks, risks of accidents, and on the impacts of poaching.*

According to the various phases of work, under the control of contracting authority-Mayor (Council development officer) assisted by the local representatives of the MINEP and the PNDP, the provisions herein will have to be considered or implemented by the contractor.

Article II. Starting of works and sensitization of stakeholders

Before the effective start of works, the company or enterprise must prepare an environmental action plan specifying the whole of environmental measures to be implemented, as well as rules of procedures mentioning in a specific way the safety requirements and in particular the wearing of appropriate equipment (work clothes) and speed limit warning signs. Furthermore, these internal rules and regulations will have to prescribe the prohibition of alcohol consumption during working hours, to transport or hunt game, to abusively use wood for fuel, as well as the sensitization of the personnel on the dangers of the STI/SIDA, the respect of the customs and habits of the populations of the area. These rules must be pasted within the company.

On the other hand, an information and sensitization campaign of the personnel and residents will have thus to be organized beforehand and their attention will have to be drawn to all these aspects, including the calendar of execution, the employment opportunities. In particular, these stakeholders should be informed on the reasons for the choice of the site for the localization of the micro-project as well as the environmental action plan. This sensitization campaign will have to be re-lunched during the execution of the work.

Article III. Setting up a building site

a) Localization

The importance of setting up a site is determined by the volume and the nature of work to be realized, the number of workmen or labourers, the number and the type of machines. The plan of setting up a building site will have to take into account management and protection measures.

In this regard, the selected site must be at a distance from at least:

- 50 m off the road.

- 100m off a lake or river.
- 100m off habitation (dwelling);

The site will have to be selected in order to limit clearing, the pulling up of shrubs or bushes and the demolition of the trees. The valuable trees will be preserved and protected.

The site must be selected away from sensitive zones particularly the marshy zones, the wetlands, sacred zones and the hillsides. Lastly, the site should envisage an adequate Water drainage on the whole of its surface

b) Equipment

The office and housing area in the working site for the personnel must be equipped with sanitary facilities (latrines, septic tanks, absorbing wells, wash-hand basins and showers) according to the number of the work force. The water tanks (reservoir) will have to be installed and the quantity of water must be adequate with the needs. Adequate drainage must protect the installations.

c) Management of solid waste and liquids

Receptacles (*containers*) to receive waste are to be installed near the various installations. These receptacles are to be emptied periodically and the waste deposited in a garbage can for recuperation by the Council or in a dumping pit. This pit must be located at least 100m from the installations and in case of a river at least 150m away. At the end of work the pit is to be filled (restored) with soil up to the level of the original soil.

The pads (apartments) for servicing and washing of the machines will have to be concreted and equipped with a sump - *container into which a liquid that is not needed can flow*) for recuperation of oils and greases. Worn oils or drainage oil are to be stored in barrels and kept in a secured place while waiting to be moved to a specialized centres for treatment. It is the same process for oil filters, batteries and other toxic waste.

Article IV. Recruitment of the site workers, health and safety

The contractor is expected to make use of in the most possible way local labour in the area or zone where work is to be realized or executed. Failing to find the qualified personnel on the spot, he is authorized to recruit labour in the wider working area.

Apart from the training and information for the personnel on the aspects mentioned above (point 1), the contractor must provide his workmen with the necessary safety and adequate equipment, according to the duty post – anti-dust to prevent dust particles, anti-noise helmet, safety shoes, boots, glove, glasses etc.

During the works, mobile and fixed signs or notice will be put in place in order to ensure the safety of the staff and resident population. The company or enterprise will carry out routine watering of the site in order to limit dust particles. He will also take care of the speed limits of the various vehicles and machines (less than 40 Km/h). In the same way, he will have to take care that all the temporary deviations are identified in collaboration with the resident population, and the deviations do not affect the sensitive zones.

Article V. Opening up and exploitation of quarries and borrowed zones

a) Opening up and exploitation:

The opening up and the use of quarries are regulated by:

- Law 64/LF/3 of April 6, 1964;
- Decree 64/Lf-163 of May 26, 1964,
- Ordinance 74/2 of July 6, 1974,
- Law 76/14 of July 8, 1976 modified and supplemented by that of N0 90/021 of August 10, 1990,
- Decree 88/772 of May 16, 1988 modified by decree 89/674 of April 13, 1989,
- Decree 90/1477 of November 9, 1990.

The quarries exploited on the public lands are subjected to authorization. The quarries exploited on private lands are subjected to declaration.

The contractor will have to ask the authorizations envisaged by the texts and for payments in force and will take responsibility for all his related expenses, including the expenses for an eventual compensation of the owner or proprietor.

The contractor will have to present a programme (Plan) for exploitation of the quarry according to the volume to be extracted for works and the reserves.

If the exploitation of the quarry requires noise (*sound, blast*), the residents should consult the exploitation schedules, and the generated noise will not have to exceed 90 decibels at the level of the residents.

The spot for quarry deposits will have to be selected so as not to obstruct the run-off water and will have to be protected from erosion. The contractor will have to obtain controller's approval for the quarry deposits spot.

b) Bringing back the site to initial or original state (Restoration of the site) & withdrawal from the site

At the end of works, the site will have to be brought back to its initial or original state. In this regard, installations necessary hereafter will have to be carried out:

- The adjusting of opening materials, then the levelling of the site and in particular levelling of the top soils in order to facilitate the infiltration of water, re-planting of grass and trees as the case may be,
- Restoration of the former natural flows,
- Removal of the dilapidated aspect of the site,
- Fitting up (either through re-filling) of pits in order to avoid the erosion of the degraded soil,
- Restoration of the pit and recuperation of surface waters and conservation of the slope, if the quarry or the borrowed zone can be used for other uses - livestock, playgrounds for the inhabitants, etc.

As regards the working site, the contractor will complete all necessary work to restore the site (bringing the site to its original state). The contractor will have to take away all his material & machines. He is not supposed to abandon any equipment nor materials on the site, or at the surroundings, without prior notice of the controller. This restoration of the site relates to all its deviations and contours (e.g. foot paths etc) set up during the works.

It is desirable that the sites should be restored in a progressive way.

Article VI. Clearing of undergrowth and pruning

Clearing of undergrowth and pruning of the immediate surroundings of the work in order to improve on the sunning conditions of the earth roads and also to improve on the visibility.

As regards pruning, all the branches overhanging the platform will be cut vertically passing by the clearing limit. All the trees will be cut down overhanging the immediate surroundings and threatening to fall on the work or to impede circulation after a tornado.

The question on clearing of the undergrowth consists of cutting at ground level without uprooting the vegetation.

All trees and shrubs at the entrance and exit of the works (bridges, etc.) will be uprooted so as to facilitate the running of water and to facilitate the regular inspections of the works.

Lastly, it is requested from the contractor to identify as from the starting of works, the buyers (middlemen) of the aforementioned waste among the residents (fodder for the cattle, for construction, fuel wood, etc). It is prohibited in the areas of the Extreme North and North to burn on the spot wastes vegetation that have been cut.

For other regions, if the burning of waste is authorized by the Controller, the contractor must take additional precautions by increasing for example the width of the safety belts around waste to burn, and prevent the residues from being an obstacle to the running off of water.

Article VII. Management of water Resources

The contractor will have to avoid any conflict which can result from the use of water resources, in particular in the Northern regions of Cameroon.

Thus, for these water needs or requirements (watering of area around the works), the taking away, will have to be done after obtaining the necessary authorization from the competent services (Regional Delegation of Public Works) and in consultation with the beneficiary populations.

In any case, the company or enterprise will have to avoid taking away important items in seasonal rivers, likely to stop the water satisfaction needs of the residents or beneficiary population. In addition, he will have to avoid intervening in sensitive zones; avoid introducing various pollutants resulting from washing or draining of vehicles oil and machines. Lastly, he will not have to undertake the installation of equipment that can stop the flowing of rivers, without prior notice of the competent Services.

Article III. Compensation for the damages caused to third parties

It can happen that the company hurts an individual in a deliberate or accidental manner (destruction of crops, habitat, etc). If this wrong is not taken into account by the project owner or contracting authority, it will have to be compensated with the expenses from the company and satisfactorily to the party. On the other hand, he will have to issue a certificate of compensation to him, in order to avoid any other later complaints.

REPUBLIC OF CAMEROON

Peace – Work – Fatherland

MINISTRY OF DECENTRALIZATION AND
LOCAL DEVELOPMENT

NORTH WEST REGION

MOMO DIVISION

NJIKWA COUNCIL



REPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

MINISTERE DE LA DECENTRALISATION
ET DU DEVELOPPEMENT LOCAL

REGION DU NORD OUEST

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E-Mail: njikwacouncil1995@gmail.com

NJIKWA COUNCIL INTERNAL TENDERS BOARD

OPEN NATIONAL INVITATION TO TENDER (EMERGENCY PROCEDURE)

No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF
11/03/2022

FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION.

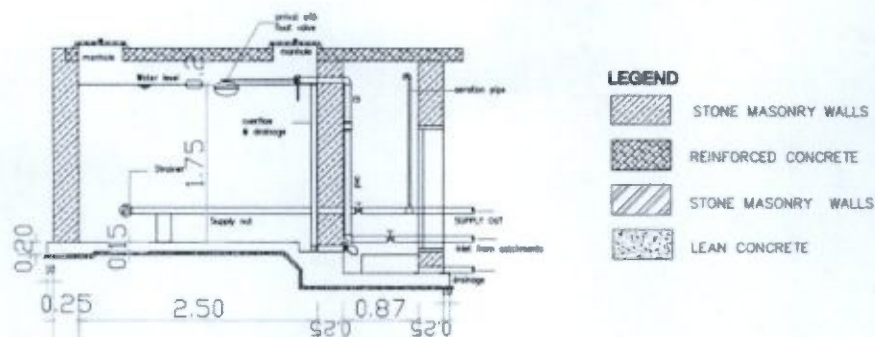
PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

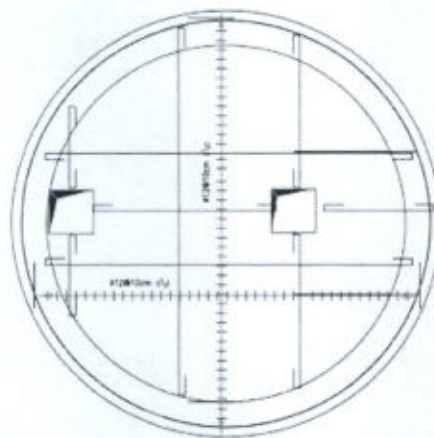
AUTHORIZATION N°: ++++++

IMPUTATION: 56 27 100 02 641604 2811

TECHNICAL DRAWINGS



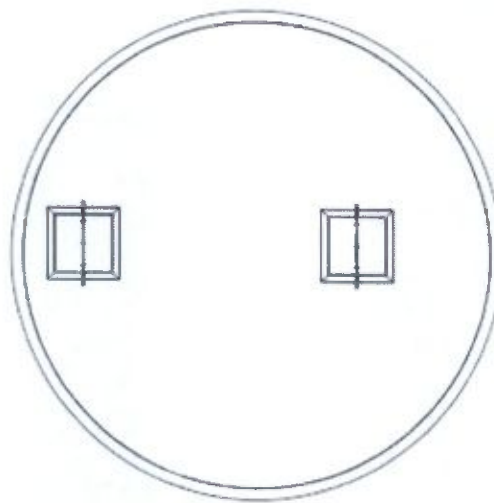
SECTION A-A



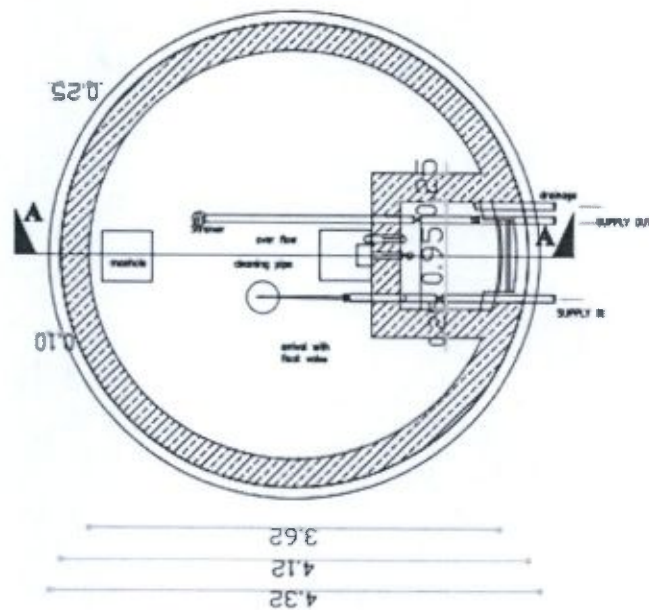
ROOF SLAB REINFORCEMENT



REINFORCEMENT FOUNDATION

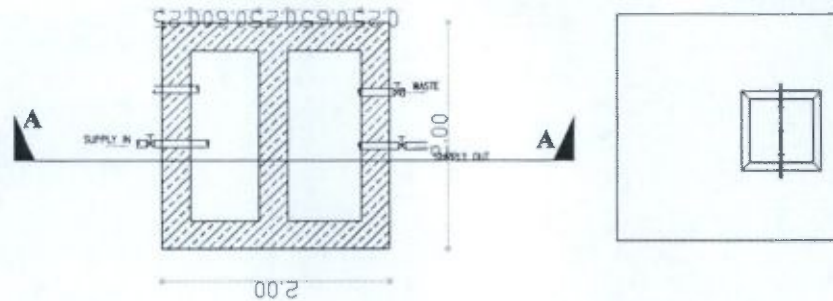


PLAN VIEW



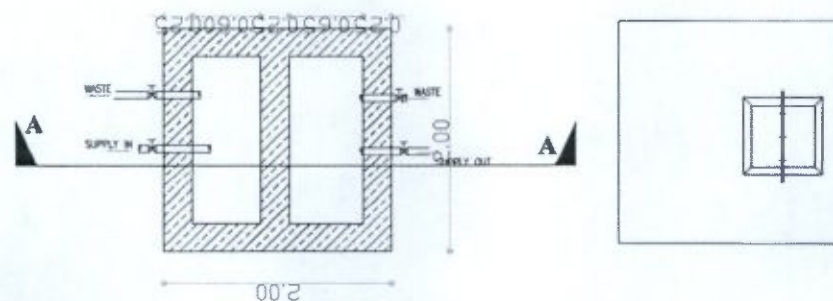
HORIZONTAL SECTION

CATCHMENT

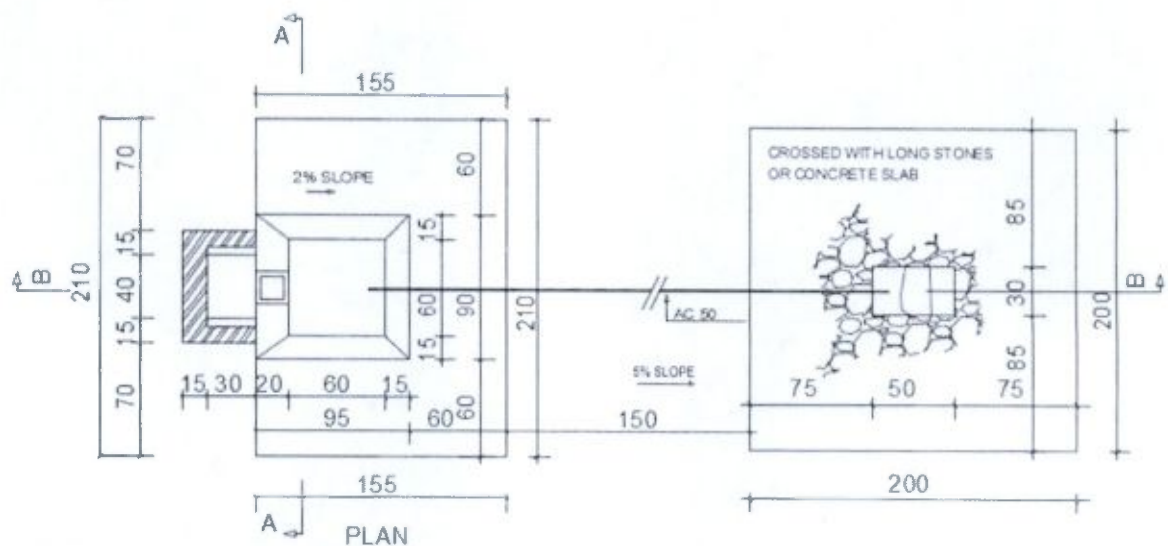
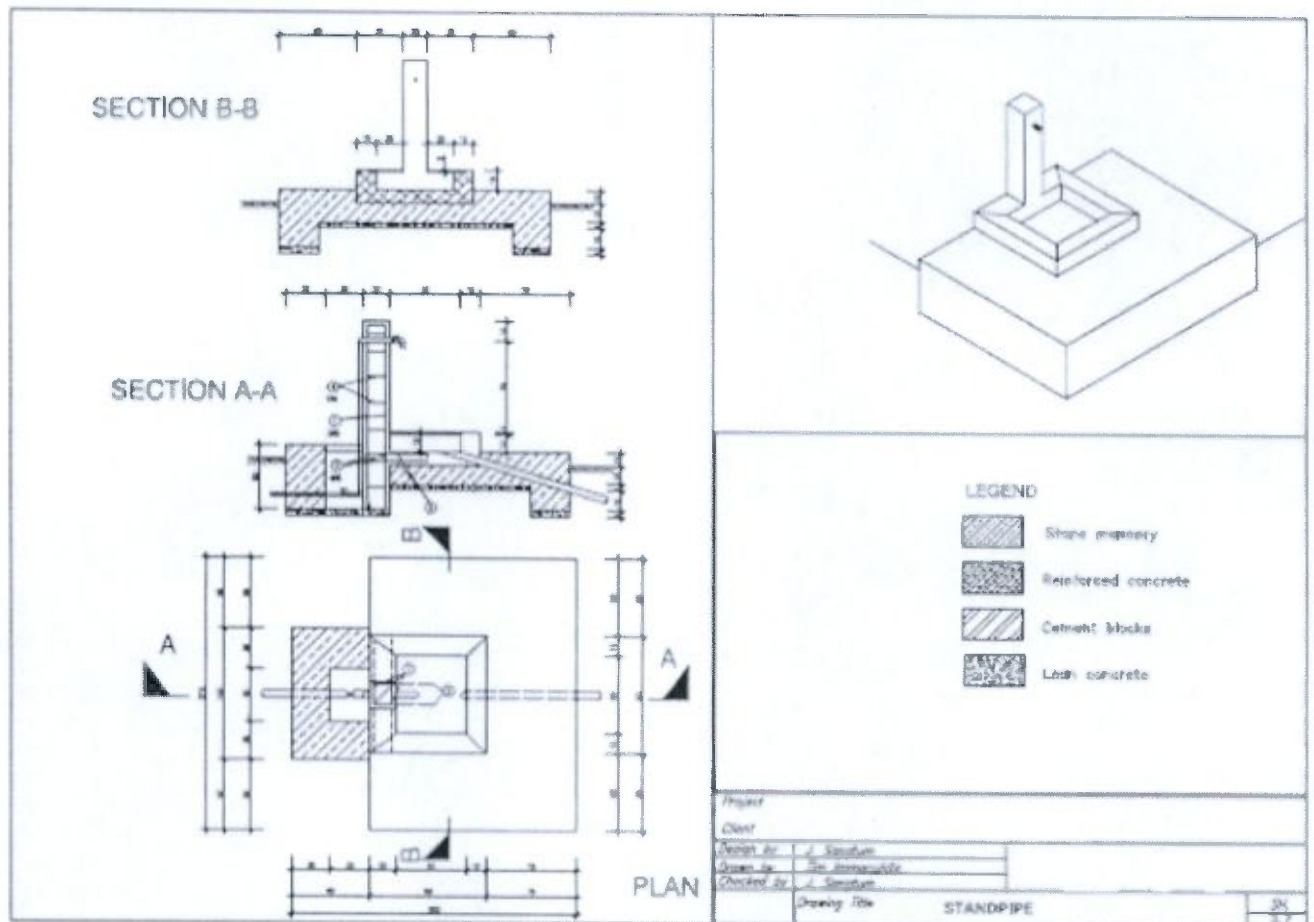


PLAN

CATCHMENT



PLAN



Dimensions for stand tap

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NJIKWA COUNCIL INTERNAL TENDERS BOARD

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No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF
11/03/2022

FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION.

PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: ++++++

IMPUTATION: 56 27 100 02 641604 2811

MODEL OF UNDERTAKING

COMPANY LETTER HEAD

Undertaking by the Bidder

I the undersigned (name and first name of the signatory)
_____ acting as _____ (quality of the signatory with respect to the
company), of Nationality _____, and residence in _____.

After having read and taken note of all the parts of the Open
National Invitation to Tender

No. 04 /ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF
11/03/2022
FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA, NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION. SINGLE LOT.

I submit and commit myself to carry out the aforementioned Contract in accordance with the conditions of the Special regulations of the Invitation to tender, the special Technical specifications and the special Administrative Clauses, in particular the quantitative and qualitative confirmation of work, the respect of the deadlines, the guarantees and the insurance.

I commit myself moreover to ensure the registration and paying the forwarding costs of the contractual parts.

I declare to have perfect knowledge of the decree n° 33/CAB/PM of February 13 2007 putting the general Administrative clauses applicable to the Contracts of public works and supplies.

I confirm my agreement on the terms of the Particular Administrative Clauses (Draft contract) and attached the initialed copy of the aforesaid document to my offer.

I declare moreover that I remain committed by the present tender during a one hundred and eighty (180) days deadline as from the date of opening of the bids.

Done in.....on the

The CONTRACTOR (Signature and seal)

REPUBLIC OF CAMEROON
Peace – Work – Fatherland
MINISTRY OF DECENTRALIZATION AND
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NORTH WEST REGION
MOMO DIVISION
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FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION.

PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: ++++++

IMPUTATION: 56 27 100 02 641604 2811

MODEL BID BOND

BID BOND

Reference of the guarantee: N° _____

Invitation to tender N° _____

We understand that _____ (hereinafter called "the bidder"), has submitted his bid on _____

FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN BAKWA, NJIKWA MUNICIPALITY

We, _____ (Bank) of _____ (country), with our head quarter in _____ hereby declare to guarantee payment to the contracting authority of the sum of _____ (in letters and in figures), that the Bank is committed to pay completely to the contracting authority, bidding itself, its successors and assignees.

Signed and authenticated by the aforementioned Bank this (day) of (month), and (year).

The conditions of this commitment are as follows:

1. If after the opening of the bids, the bidder withdraws his Offer during the validity period specified by himself in his tender, or
2. If the bidder, having been notified of the award of the contract by the contracting authority during the period of bid validity:
 - Fails or refuses to sign the contract even though required to do so:
 - Fails or refuses to furnish the final bond for the contract as provided for by the contract.

We undertake to pay the contracting authority an amount up to the maximum of the sum referred to above upon receipt of his written demand, without the contracting authority having to substantiate his demand, provided that in its demand the contracting authority shall note that the amount claimed by him is due, because on or the other or both of the above condition(s) has (have) been fulfilled and he shall specify which condition(s) took effect.

This bond shall enter into force from the date of signature and from the date set by the contracting authority for the submission of tenders. It shall remain valid up till the thirtieth day inclusive following the end of the deadline for the validity of tenders. Any request by the contracting authority to cause it to take effect should reach the bank by registered mail with an acknowledgement of receipt before the end of this period of validity.

This bond shall, for purposes of its interpretation, be submitted to Cameroon law.

Signature and stamp of the Guarantors

Date _____

Address _____



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BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION.

PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: ++++++

IMPUTATION: _____

MODEL PERFORMANCE GUARANTEE

LETTER HEAD

PERFORMANCE GUARANTEE

CONTRACT No. **0X/ONIT/MINDDEVEL/NCITB/2022**

We understand that _____

(hereinafter called "the contractor"), has engaged pursuant to

Jobbing Order No. _____/JO/ONIT/MINDDEVEL/NCITB/NJIKWA

COUNCIL/2022 awarded after an open national invitation to tender

No. **_04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF**

11/03/2022

**FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY
SCHEME IN BAKWA, NJIKWA MUNICIPALITY.**

And that you stipulated in the aforementioned contract that the Contractor will give you a banking guarantee emanating from a bank installed in Cameroun and approved by the Minister in charge of Finances, of the amount stipulated hereafter, like guarantee of the good execution of his obligations, in accordance with the contract,

And that we agree to give a guarantee to the Contractor,

As of the time, we affirm by the present ones that we go guaranteeing and persons in charge in your connection, in the name of the Contractor, for a maximum amount of (*amounts of the guarantee in figures and letters*),

And that we commit ourselves paying you, as of reception of your first written request informing us that the Contractor does not conform to the stipulations of the contract, and without quarrel or discussion, all the amount, within the limits of (*amounts of the guarantee, stipulated above*), without you having to prove or give the reasons or the reason of your request of the amount indicated above.

The present guarantee is valid until the provisional acceptance of work object of the contract.

Signature and seals of the Guarantors

Date _____

Address _____

REPUBLIC OF CAMEROON
Peace – Work – Fatherland
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PROCEDURE)
No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF
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FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
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PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: ++++++++

IMPUTATION: 56 27 100 02 641604 2811

MODEL GUARANTEE FOR ADVANCE PAYMENT

Guarantee Advance Payment

Bank _____

Reference of the guarantee: N° _____

Contract N° _____

To the (Delegated Contracting Authority),

Company _____

We, Bank _____ were informed that the The Lord Mayor of Njikwa Council acting as the Delegated Contracting Authority and acting as a Contractor, have concluded a contract
FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN BAKWA, NJIKWA MUNICIPALITY.

In conformity with the provisions of article 29 of Contract N° _____, the Contractor is obliged to submit to the contracting authority, a bank caution to guarantee the advance payment granted to the company for an amounts equal to _____ francs CFA.

We, Bank _____ we engage irrevocably and without benefit of discussion, by the present one, to pay in favor of the contracting authority, at his first written request and within 4 (four) week maximum , the amount of this guarantee, that is to say _____ due by the Contractor to the delegated contracting authority owing to the fact that the Contractor could not fulfill one or more of his obligations envisaged with the contract.

The request for partial or total mobilization of this guarantee will be the subject of a justifying letter recommended with acknowledgement of delivery with a copy to the Contractor starting clearly and the completely the reasons of its request.

The present bank guarantee will come into effect on the date of the payment of the advance to start work.

The original of this guarantee will be preserved by the contracting authority.

This guarantee will be released when the amount of the advance is completely reimbursed.

After this date, the guarantee will become null and void and will have to be returned to us without any express request of our share.

The law as well as the jurisdiction applicable to the guarantee is those of Cameroun.

Signature and seals of the Guarantors

Date _____

Address _____

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No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF
11/03/2022

FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
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REGION.

PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: ++++++

IMPUTATION: 56 27 100 02 641604 2811

TENDER SPECIMEN FORM

COMPANY LETTER HEAD

TENDER SPECIMEN FORM

I undersigned _____ acting as _____, of Nationality CAMEROONIAN, and residence in _____.

After having read and taken note of all the parts of the Open National Invitation to Tender No.

**_04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF 11/03/2022
FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY
SCHEME IN BAKWA, NJIKWA MUNICIPALITY. SINGLE LOT.**

. In the case where our offer would be accepted, I subject myself and engaged to:

- Carry out the aforementioned contract in accordance with the conditions of the Special regulations of the Invitation to tender, the special Technical specifications and the special Administrative Clauses, at the prices indicated in the schedule of Unit Prices, quantitative estimate, for the total amounts of the bid in francs CFA :
 - In Letter and figure (including all taxes): _____
 - In Letter and figure (VAT 19, 25%): _____
 - In Letter and figure (HT): _____
- To pay the forwarding costs of the contractual parts;
- Begin work in seven (7) days maximum and to carry out the contract in four (06) months as from the date of notification of service order to start work.

The contracting authority shall pay the sums due for this contract by crediting account n° _____ opened in _____ branch.

I declare to have perfect knowledge of the decree n° 33/CAB/PM of February 13 2007 putting the general Administrative clauses applicable to the Contracts of public works and supplies.

I confirm my agreement on the terms of the Particular Administrative Clauses (Draft contract) and attached the initialled copy of the aforesaid document to my offer.

I declare moreover that I remained committed by the present tender during a one hundred and eighty (180) days deadline as from the date of opening of the bids.

Done in.....on the

The CONTRACTOR (Signature and seal)

REPUBLIC OF CAMEROON
Peace – Work – Fatherland
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2022 Financial Year

AUTHORIZATION N°: ++++++

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MODEL OF PLANNING OF WORK EXECUTION

PLANNING OF WORK EXECUTION

OPEN NATIONAL INVITATION TO TENDER (EMERGENCY PROCEDURE).:
No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF
11/03/2022

N°	DESCRIPTION	Duration	FIRST MONTH				SECOND MONTH					THIRD MONTH				
			1	2	3	4	5	6	7	8	9	10	11	12	13	14
Lot 100	PRELIMINARY WORKS															
101																
102																
Lot 200	SURFACE DRESSING/ EARTH WORKS															
201																
202																
203																

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FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year

AUTHORIZATION N°: ++++++

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OTHER DOCUMENTS

GRADING SCHEME – TECHNICAL FILE

ENTERPRISE: _____

N°	DESIGNATION	EXISTENCE		OBSERVATIONS
		NO	YES	
A	WORKS DIRECTOR			
1	Attestation of presentation of original of diploma and Certified true copy of National Identity Card if not no notation of N°A			
2	Certified true copy of diploma, professional experience, C V dated and signed and Attestation of availability dated and signed			
B	SITE FOREMAN			
1	Attestation of presentation of original of diploma and Certified true copy of National Identity Card if not no notation of N°B			
2	Certified true copy of diploma, professional experience, C V dated and signed and Attestation of availability dated and signed			
C	TEAM LEADER: Builder			
1	Certified copy of National Identity Card.			
2	Certified copy of diploma			
3	C V dated and signed			
D	TEAM LEADER: Plumber			
1	Certified copy of National Identity Card.			
2	Certified copy of diploma			
3	C V dated and signed			
	TOTAL		/04 YES	

I - PERSONNEL

NB: one item lacking or irregular means NO to the point in question.

II - REFERENCES

N°	DESIGNATION	EXISTENCE		OBSERVATIONS
		NO	YES	
A	02 References in the road or water works or rural engineering with justification (amount all taxes inclusive).			
1	First project			
2	Second project			
	TOTAL		/ 02YES	

III - EQUIPMENT

N°	DESIGNATION	EXISTENCE		OBSERVATIONS
		NO	YES	
1	Proof of ownership or rental of a vehicle (Pick up 4 x 4 & truck) in good operating condition and a carte grise certified by the services of MINTRANSPORT / DO			
2	Proof of ownership of a compactor and manual compactor in good operating condition, and of building hand tools in good operating condition.			
	TOTAL		/ 02 YES	

NB: one item lacking or irregular means NO to the point in question.

IV – METHODOLOGY OF INTERVENTION AND WORK EXECUTION

N°	DESIGNATION	EXISTENCE		OBSERVATIONS
		NO	YES	
A-	ACKNOWLEDGEMENT OF SITE AND PRESENTATION OF THE COMPANY			
	Attestation of site visit and site visit report			
	Organizational chart of the enterprise			
	Organizational chart of the building construction site with comments ¹			

B- ACKNOWLEDGEMENT OF TECHNICAL SPECIFICATIONS AND PLANNING OF WORKS AND EXECUTION DATE LINE				
	A copy of CCTP (Special Technical Specification).duly initialed on each page, signed by the enterprise and dated on the last page.			
	Planning of work execution			
	CCAP duly initialed on each page, signed and dated on last page			
C- BUILDING CONSTRUCTION MATERIAL TESTS & METHODOLOGY OF EXECUTION OF WORKS				
	Description of tests on sand, gravel, cement and reinforcement. (steel rods)			
	Description of tests on mortar, blind concrete and reinforced concrete			
	Proper description of the methodology of execution of works ²			
	Description of health /safety /socio-economic and environmental measures at the building site			
	Description of the application of the HIMO approach			
	Description of maintenance measures during the guarantee period			
	TOTAL		/ 3YES	

NB: one item lacking or irregular means NO to the point in question.

V- SELF FINANCING CAPACITY

N°	DESIGNATION	EXISTENCE		OBSERVATIONS
		NO	YES	
1	An attestation of financial credibility issued by the same Bank as for the bid bond (access to a credit or of other financial facilities to ensure the gross margin of self-financing necessary for the duration of the contract.) The available amount must be at least equal to 25% of the projected amount of the project.			
	TOTAL		/ 0 1YES	

VI- GENERAL PRESENTATION OF THE BIDS

N°	DESIGNATION	EXISTENCE		OBSERVATIONS
		NO	YES	
1	Presence, clearness of all documents, presentation of document in the order given in the tender and properly bound, Table of contents, pages numbered and separators in a colour apart from white, quality of document.			
	TOTAL		/ 1 YES	
TOTAL : GENERAL GLOBAL TECHNICAL NOTE				/14 YES

VERIFICATION OF THE ADMINISTRATIVE DOCUMENTS

	ENTREPRISE :	YES	NO
01	Undertaking by bidder stamped, signed and dated in conformity with the model attached		
02	Attestation of non-bankruptcy dating less than 3 months, issued by the Competent jurisdiction		
03	Attestation of domiciliation of Bank account of the bidder issued by a bank or any other first-order credit institution approved by the Ministry in charge of finance.		
04	Bank guarantee (of the same bank) on the list of banking institutions of first order approved by the Ministry in charge of finance, for an amount in francs CFA of 660,000FCFA.		
05	Treasury Receipt of purchase of the tender file, as stipulated in the notice of call for tender.		
06	Attestation of C.N.P.S, valid and for the tender concern		

² *It must be accepted only if it takes into consideration all the aspect of the work to carry out and the relationship between them for a better analyzing and understanding of the project (according to the estimates).*

07	A non-exclusion certificate attesting that the bidder is not the subject of a temporary or permanent exclusion from public contracts, dated at most 3 months and issued by ARMP		
08	An attestation of the bidder's fiscal obligations signed by the competent Taxation authority dated at most 3 months.		
10	A Certified copy of taxpayer card valid, dated at most 3 months		
12	Plan and attestation of localization signed by the taxation authorities.		
	General observation		

MODEL ATTESTATION SITE VISIT

COMPANY LETTER HEAD

ATTESTATION OF SITE VISIT

I _____ undersigned _____ acting
as _____, of Nationality CAMEROONIAN, and residence in
_____, bearer of NIC N° _____,

After having read and taken note of all the parts of the Open National Invitation to Tender
No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF
11/03/2022

**FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY
SCHEME IN BAKWA, NJIKWA MUNICIPALITY. SINGLE LOT.**

I visited, inspected and gathered all relevant information concerning the project site, declare to have appreciated and under my responsibility, the project site configuration, the various difficulties related to the execution of the works.

I undertake and engage to execute the works on the site indicated/inspected without any claims as concern the site configuration in conformity to contractual clauses and construction norms/techniques and further technical instructions that shall be given for the quality physical execution of the works of which I present my offer.

En foi de quoi, la présente attestation de visite de site est établi pour valoir et servir ce que de droit.

IN TESTIMONY WHEREOF, this present site visit attestation is established by the enterprise to serve wherever and whenever necessary.

Date

Signature

PERSONNEL FORM

POST	Number	NAMES SURNAMES	AGE	FORMATION	DATE OF RECRUITEMENT	EXPERIENCE IN THE BUILDING SECTOR (AT LEAST 5 YEARS)	OBSERVATIONS
Works Director							
Site foreman							
Team leaders							

EQUIPMENT

N°	Designation	Marque	Capacity	Age	Present state	Proprietor	Localisation
1							
2							
3							
4							
5							
6							
7							
8							
9							

Annexe photocopies d'immatriculation

REFERENCES

(Join copies of PV of reception)

N°	INFORMATION ON	CONTRACT DATE	CONTRACT DATE	CONTRACT DATE	CONTRACT DATE	CONTRACT DATE
1	Contracting Authority					
2	Subject of the project					
3	Localisation of the project					
4	SERVICES					
5	Amount of the contract					
6	Execution dead line					
7	Date of provisional reception					
8	Date of final reception					
9	Certificat de bonne fin (Annexe N°)					
10	Number of technical staff					
11	Number of workers					
12	Equipment used					

References of the enterprise/Annual turnover

Enterprise :
statistique :

Registre de commerce :

Siège social :

N°

	Building	hydraulics	roads	Divers	TOTAL
TURN OVER 2019	MioCFA	MioCFA	MioCFA	MioCFA	MioCFA
principal works					
TURN OVER 2020	MioCFA	MioCFA	MioCFA	MioCFA	MioCFA
Principal Works					
TURN OVER 2021	MioCFA	MioCFA	MioCFA	MioCFA	MioCFA
principal works					



E-Mail: njikwacouncil1995@gmail.com

**JOBING ORDER No. ____/JO/ONIT/MINDDEVEL/NCITB/NJIKWA
COUNCIL/2022**

**AWARDED AFTER AN OPEN NATIONAL INVITATION TO TENDER (EMERGENCY
PROCEDURE)**

**No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF 11/03/2022
FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN BAKWA,
NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST REGION.**

CONTRACTOR:

BP.....

Tel.

Fax.

TAX PAYER'S N°.....

BANK ACCOUNT N°.....

**SUBJECT: FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA, NJIKWA MUNICIPALITY.**

PLACE OF EXECUTION: KONDA AND OSHIE, NJIKWA MUNICIPALITY

EXECUTION DEADLINE: SIX (06) MONTHS

AMOUNT:

AMOUNT FCFA	TOTAL AMOUNT
ALL TAXES INCLUSIVE	
HTVA	
VAT (19, 25%)	
A.I.R (2,2% OR 5.5%)	
NET TO BE PAID	

**FUNDING: PUBLIC INVESTMENT BUDGET MINDDEVEL
2022 Financial Year**

SUBSCRIBED ON : _____

SIGNED ON : _____

NOTIFIED ON : _____

REGISTERED ON : _____

BETWEEN:

The Government of the Republic of Cameroon, represented by the The Lord Mayor of Njikwa Council, hereinafter referred to as the "The Delegated Contracting Authority"

ON THE ONE PART

AND :

CONTRACTOR:

BP.....

Tel.

Fax.

TAX PAYER'S N°.....

BANK ACCOUNT N°.....:

Represented by so Hereinafter referred to as the "Contractor"

ON THE OTHER PART

IT IS HEREBY AGREED AND ORDERED AS FOLLOWS:

**JOBGING ORDER No. ____/JO/ONIT/MINDDEVEL/NCITB/NJIKWA
COUNCIL/2022**
**AWARDED AFTER AN OPEN NATIONAL INVITATION TO TENDER
(EMERGENCY PROCEDURE)**
No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF 11/03/2022
**FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA, NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION.**
SINGLE LOT

CONTRACTOR:.....

EXECUTION DEADLINE: SIX (06) MONTHS

AMOUNT:

MONTANT FCFA	MONTANT TOTAL
TTC	
HTVA	
TVA (19,25%)	
A.I.R (2,2% OR 5.5%)	
Net à Mandater	

Read and approved by the contractor

Njikwa, the _____

**Signed by the Mayor of Njikwa Council,
Delegated Contracting Authority**

Njikwa, the _____

REGISTRATION

**LISTE DES ETABLISSEMENTS BANCAIRES ET ORGANISMES FINANCIERS DEFINITIF AUTORISES
A EMETTRE DES CAUTIONS DANS LE CADRE DES LETTRE COMMANDES PUBLICS.**

BANKS

1. Afriland First Bank (AFB)
2. Banque Atlantique Cameroun (BACM)
3. Banque International du Cameroun pour l'Epargne et le Crédit (BICEC)
4. CITI Bank N.A. CAMEROON
5. Commercial Bank of Cameroon (CBC)
6. Ecobank Cameroon (EBC)
7. National Financial Credit Bank (NFC BANK)
8. Société Commercial de Banques Cameroun (CA-SCB)
9. Société Générale de Banque au Cameroun (SGBC)
10. Standard Chartered Bank Cameroon (SCBC)
11. Union Bank of Cameroon PLC (SCBC)
12. United Bank for Africa (UBA)

II- Insurance companies

1. Chanas Assurances S.A. BP 109/Douala;
2. Activa Assurances S.A. BP 12970/Douala ;
3. Zenithe Insurance S.A. BP 1540/Doual.

N.B: la liste ci-dessus est également disponible sur le site web :www.arnmp.cm



NJIKWA COUNCIL INTERNAL TENDERS BOARD

OPEN NATIONAL INVITATION TO TENDER (EMERGENCY PROCEDURE)

No. _04_/ONIT/MINDDEVEL/NCITB/NJIKWA COUNCIL/2022 OF
11/03/2022

FOR THE CONSTRUCTION OF A GRAVITY WATER SUPPLY SCHEME IN
BAKWA IN NJIKWA MUNICIPALITY, MOMO DIVISION, NORTH WEST
REGION.

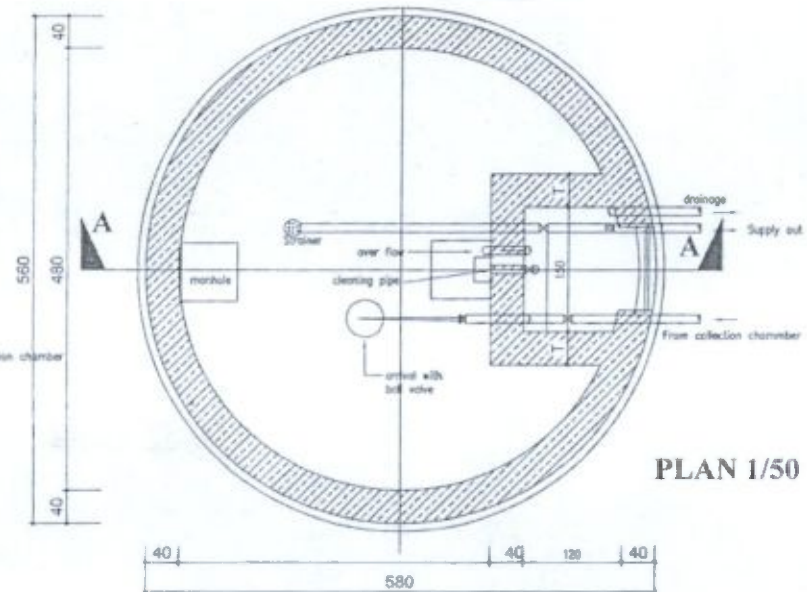
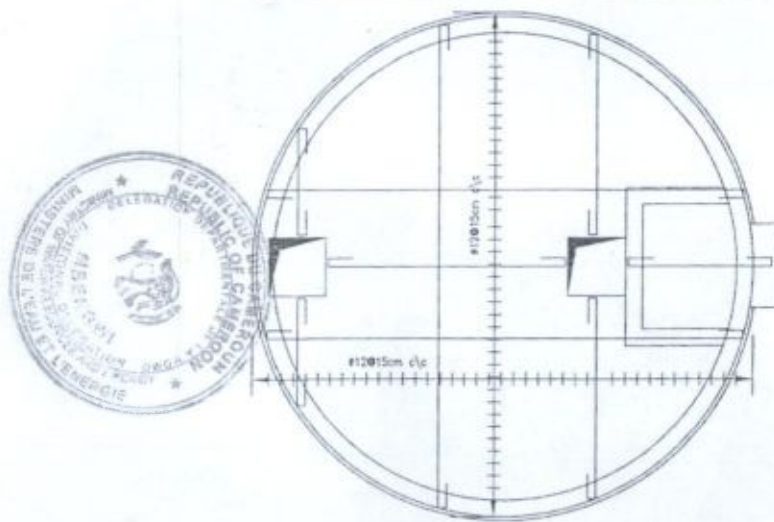
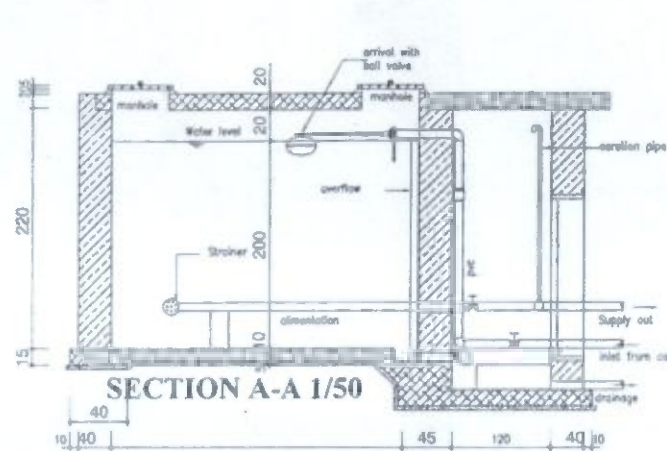
PROJECT OWNER: THE MAYOR OF NJIKWA COUNCIL

FUNDING: MINDDEVEL PUBLIC INVESTMENT BUDGET
2022 Financial Year





AUTHORIZATION N°: ++++++

IMPUTATION: 56 27 100 02 641604 2811

PART10 GRAPHIC PLANS



LEGEND

-  STONE MASONRY WALLS
-  REINFORCED CONCRETE
-  STONE MASONRY WALLS
-  LEAN CONCRETE

Project: BAKWA water supply

STORAGE TANK 15m³

UNITS: cm SCALE 1/50, 1/10